

**UNIVERSITY OF PUERTO RICO  
CENTRAL ADMINISTRATION  
NOTICE OF REQUEST FOR PROPOSAL RFP #DRO 24-005 / 08417  
DESIGN AND SUPERVISION SERVICES**

**Timeline:**

**RFP publication date:** November 13, 2023.

**Site Visit (Not Compulsory)** November 17, 2023, Time: 9:30 am.  
Location: 1st Floor Entrance Lobby, Biblioteca José M. Lázaro.  
Parking at "Estacionamiento Multipisos UPR Parking Systems" at  
your own cost.

**Deadline for Request  
for Information by email:** November 22, 2023, Time: on or before 4:30pm.

**Response for Request  
for Information by email:** November 30, 2023, Time: on or before 4:30pm.


The proposal must be submitted **by email on or before 11:59pm (AST) on December 8, 2023**. Address the indicated contacts in Section II (Mr. Julio Collazo Rivera, attention to Eng. Luis F. Vilá). **The University of Puerto Rico (UPR) will accept offers via email in digital PDF format at [uprecovery.rfp@upr.edu](mailto:uprecovery.rfp@upr.edu).**



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 **08417-DRO-11-2023-RRP- Reconditioning of Buildings 012 (Escuela de Derecho), 039 (Museo), 044 (Biblioteca José M. Lázaro) of Río Piedras Campus, University of Puerto Rico**. 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 for execution logistic, and assistance in 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 prior objective of this request for proposal is the conservation of the potential buildings to be nominated to the National Register of Historic Buildings, located in the main Río Piedras campus, designed by the tropical modern architect Henry Klumb. The project considers several construction tasks that will restore the facilities to their pre-disaster design, function, and capacity, including mitigation tasks as recommended by FEMA. All work to be performed must be within the existing footprint. Some works include mitigation measures and code compliance measures as recommended by FEMA in the respective scope of work for each building. By the building's year of construction, it may be necessary lead or asbestos inventories, abatement specifications to define the hazardous materials SOW in relation with the scope of the damages to be repair.

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.

  
Julio A. Collazo (Nov 10, 2023 14:19 AST)  
Julio A. Collazo Rivera, Director

Oficina de  
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Físico e  
Infraestructura

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**REQUEST FOR PROPOSALS FOR:**

**DESIGN AND SUPERVISION SERVICES FOR**

**Project Number: 08417-DRO-11-2023-RRP**

**Project Title: Reconditioning of Buildings 012 (Escuela de Derecho), 039 (Museo), 044 (Biblioteca José M. Lázaro) at Río Piedras Campus, University of Puerto Rico**

**RFP #DRO 24-005-2 / 08417**

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 - 08417-DRO-11-2023-RRP- Reconditioning of Buildings 012 (Escuela de Derecho), 039 (Museo), 044 (Biblioteca José M. Lázaro) of Río Piedras Campus, University of Puerto Rico**, ("The Project"). This Program is \$ 824,886,120.82 which 90% (\$742,397,509.52) funded by FEMA and 10% matching funds of CDBG-DR Non- Federal Match Program and institutional funds. The purpose of this RFP is to request and receive proposals from specialized conservation/restoration 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 for execution logistic, and assistance in 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 prior objective of this request for proposal is the conservation of the potential buildings to be nominated to the National Register of Historic Buildings, located in the main Río Piedras campus, designed by the tropical modern architect Henry Klumb.

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. Luis Vilá Calderón**  
**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.frp@upr.edu](mailto:upprecovery.frp@upr.edu)

**NOTICE:** Be advised that interested proponents must register receipt of this RFP at [upprecovery.frp@upr.edu](mailto:upprecovery.frp@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   | November 13, 2023.  |
| Site Visit (Not Cumpulsory): 1st Floor Entrance Lobby, Biblioteca José M. Lázaro. Parking at "Estacionamiento Multipisos UPR Parking Systems, entrance trough Ave. Gándara or Ave. Barbosa) at your own cost. Be advised that interested proponents must register via email. Please provide complete company name, representative's name and email. | November 17, 2023<br>Time: 9:30 a.m.                                      |
| Deadline for Request for Information (RFI) by email   | November 22, 2023, Time: on or before 4:30pm Atlantic Standard Time (AST) |
| Response for Request for Information by email   | November 30, 2023, Time: on or before 4:30pm Atlantic Standard Time (AST) |



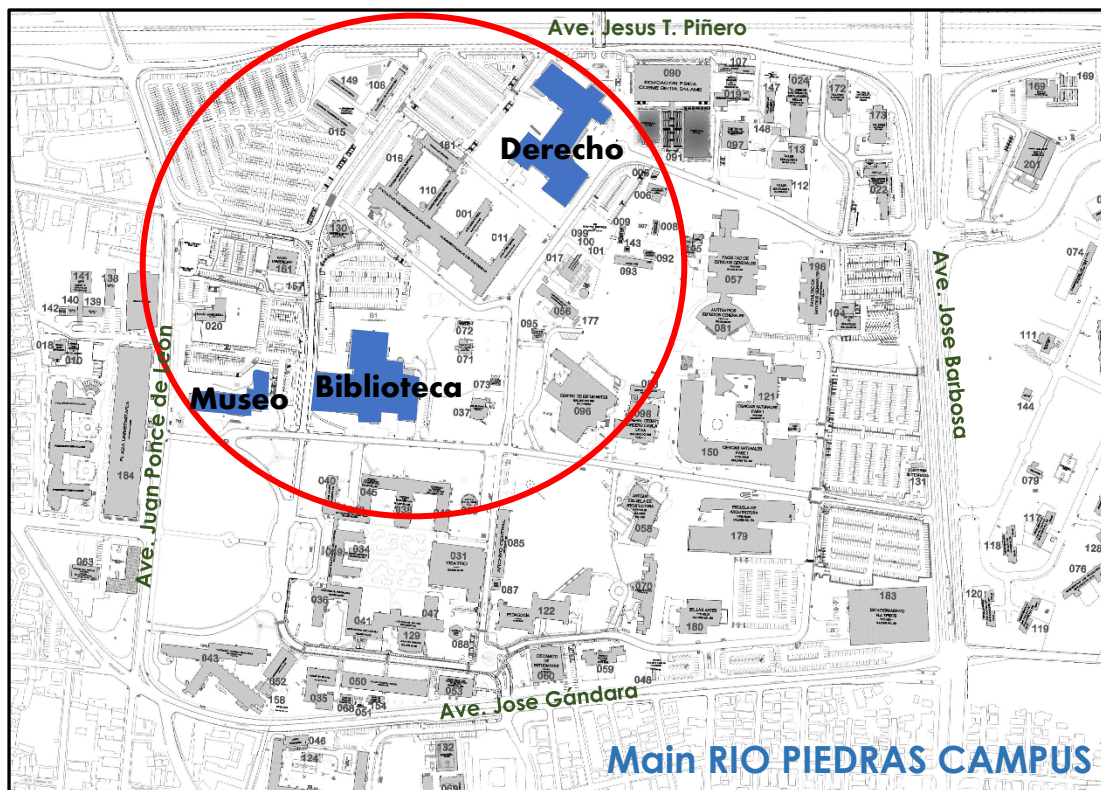
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|--|--|
| The proposal must be submitted by email. Address the indicated contacts in Section 2 – CONTACT (Mr. Julio Collazo Rivera, Attention to Eng. Carlos Hiraldo and Eng. Eliezer Collazo) | December 8, 2023, Time: on or before 11:59pm Atlantic Standard Time (AST). |
| Award Notification   | January 2024   |
| Execution of Agreement   | January 2024   |

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. BRIEF HISTORIC CONTEXT, PROJECT DESCRIPTION AND DESIGN STRATEGY

The project considers the repairs works of three buildings located in Río Piedras Campus, described in the following damage inventories (DI's):

1. 156341, Building 012 Escuela de Derecho
2. 158645, Building 039 Museo
3. 265154, Building 044 Biblioteca José M. Lázaro



The proponent must detail all the information that demonstrates the proven and previous experience with modern architectural emblematic buildings, strategy in providing the services and capabilities of the specialized design teamwork. It will allow the UPR to validate that their performance makes them capable of execution projects of architectural significance for the institution.

In addition, the proponent has the responsibility to incorporate into their teamwork a specialist consultant in environmental compliance and to considers the samples, inventory of hazardous materials and provide the negative certification, that apply to the specific scope of this project. This task is part of the services to be provided in this RFP.

This proposal fulfills the strengthening and recovery of our buildings, maximizes investment, and supports academic management, the main mission of the University. It has the endorsement of the university administration so it will be submitted by the ODFI separately before the consideration of FEMA as an Alternate Procedure, under the fulfillment of Section 428 of the PAPPG (2018 version).

However, such development **requires a professional team of specialists with extensive and proven experience in the design of historic (modern architecture) buildings** to be able to submit the scope required as part of Section 428. As previously expressed, the importance of this project requires initiating the programming process, survey of existing physical conditions, schematic design, and cost estimate, as a priority.

The awarded firm will also provide oversight services and coordination for the execution of a multidisciplinary 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 and proven experience with similar historic projects and subject to compliance requirements under FEMA and PRDOH/CDBG-DR Non-Federal Match Program area is the most important. Review and verification through the site area of FEMA's Scope of Work (the "SOW") and the proposed strategy 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, and in compliance with applicable actual codes and regulations.

The design strategy will be executed in concurrence for the three buildings. The scope for design of these projects could represent **an improved or alignment of scope**, in accordance with FEMA approval protocols. For FEMA Alternatives Procedures requirements refer to **Appendix H**. As part of the development, the A/E firm evaluates and development the design package that considered:

- a. **Alternative Procedure** for submission to COR3 and FEMA for the compliance of the requirements of FEMA and PRDOH/CDBG-DR Non-Federal Match Program, that might consider the following strategies:

- *Improved Project or Scope of Work Alignment* for the compliance of the requirements for approval of FEMA, as applicable.
- Should be considered in the initial design phase (Schematic) to evaluate the scope with the owner and define the SOW to develop the design, which could require *alignment of the scope* or an *improved project*. Refer to **Appendix H** for the FEMA requirements and checklist for submission of alternatives procedures (share funds, alternate projects, improved projects).

b. **Design Services** which include, but may not be limited to:

- Visit and identify the FEMA damages (as per SOW Appendix)
- Validation of the strategy with the owner (UPR ORD & RRP)
- As-Built for the buildings roofs (Museo and Escuela de Derecho) and other building components (if applicable).  
**Note:** *Do not consider the Roof As Built, and the Design and Supervision of the waterproofing system of the Biblioteca Lázaro as part of this RFP. Currently represents a priority and is being developed by another consultant.*
- Design (schematic, design development, construction documents), technical specifications, cost estimates, schedules, and bidding phase assistance. The design shall specially consider to architectural modern components of the Henry Klumb's heritage.
- Infrastructure, safety, energy efficiency and technology measures in accordance with the hazard mitigation scope
- Abatement for lead and asbestos materials
- Endorsements and Permits
- Technical Studies as Additional Services (detailed or described the possibles)
- Field Supervision
- Other services required related to design and supervision services.

c. Development of the **Logistic Plan** for the Design, Permits, Bid packages and Construction Execution phases in relation to the approved budgets and schedule. The purpose of this plan is to coordinate activities with the Campus to not cause adverse effects with the academic and administrative functions.

The project considers several construction tasks that will restore the facilities to their pre-disaster design, function, and capacity, including mitigation tasks as recommended by FEMA. All work to be performed must be within the existing footprint. Some works include mitigation measures and code compliance measures as recommended by FEMA in the respective scope of work for each building. By the building's year of construction, it may be necessary lead or asbestos inventories, abatement specifications to define the hazardous materials SOW in relation with the scope of the damages to be repaired.

For these buildings UPR was executed emergency works to be consistent of mold remediation and temporary roofing works. However, this RFP has the objective of



developing the permanent works (Category E) obligated by FEMA in Public Assistance (PA) and Hazard Mitigation Program (HMP). The A/E firm will be working on the respective scope of work, as stated by FEMA.

The UPR has a priority to be the execution of the permanent waterproofing works for building 044- *Biblioteca Lázaro*. The completion of the roof emergency works on this building has a limited warranty of five (5) years. For that reason, UPR through an independent specialized roofing consultant, is working with the final design for the comprehensive roof works. The *Biblioteca Lázaro* waterproofing and mechanical works on roof SOW will not be incorporated in the RFP, nevertheless, the A&E firm should have in your teamwork a mechanical consultant for the coordination of these primary utilities with the other building scope.

The proponent is responsible and shall determine the applicable permits and endorsements to be required for this project. The UPR will assist the designer to prepare the schedule that considers in detail the tasks of each phase to determine the execution times that allow to reduce the time of execution and the possible temporary relocation of the spaces during the execution of the works.

The actual goal is to initiate the necessary specialized studies, validations of inventories of hazardous materials, as built review, programming, to present a design and schematic estimate in compliance with FEMA requirements, which can be submitted for approval by FEMA.

To pursue the start of development of the Alternate and Improved/Alignment scope of work, the proponent shall comply with proved knowledge and extensive experience in restoration/conservation of historic buildings will strengthen development in decision-making, reasonability estimates skills and constructability strategies. The rubric to select an architect consultant shall specializing in buildings of historical value could include the following criteria and skills:

1. Proven capacity and experience in similar emblematic restoration projects in PR.
2. Successful execution of restoration projects.
3. Knowledge, tools, and historic resources of the Rio Piedras campus context.
4. Availability team of specialized trades consultants: system of historic elements, architectural modern details, mechanical engineering, civil, electrician, elevators, environmental & safety, permits, acoustics, lighting, conservationist codes compliance and life safety, among others.
5. Availability of historical documentation, analysis, and technical data for restoration methods of repair.
6. Cost Benefit and reasonable execution time.
7. Access, experience and knowledge in requirements to comply with the Federal State Historic Preservation Office (SHPO) and Instituto de Cultura Puertorriqueña (ICP), Oficina de Gerencia de Permisos (OGPe), among others.

8. Accessibility and commitment to the education and practice of architecture in PR.
9. Professional academic education and accredited continuing education in conservation of historic buildings.
10. Ability of the firm and its consultants to work the different scopes and design packages in concurrency.
11. Ability to manage restoration projects efficiently and within budget.

In general terms, the required tasks for those buildings are as follows in **Appendix F**.

## 5. SERVICES

The **Awarded Proponent** will carry out, some services associated to: **Alternative Procedure** package, **Alignment and/or Improved, Design and Supervision** services, and development of the **Logistic Plan** for all the activities and responsibilities identified below.

The project considers several types of construction work for the restoration of the facilities to their pre-disaster design, function, and capacity, including mitigation work, as recommended by FEMA. All work to be performed must be within the existing footprint. Some works include mitigation measures, and code compliance measures, as recommended by FEMA in the respective scope of work for each building. Due to the building's year of construction, lead and/or asbestos abatement may be necessary. This abatement plan will be prepared by the UPR with an independent environmental consultant contract.

The SOW for this project considers various alternatives procedure. The awarded proponent must evaluate the priority needs with the objective of alignment of the works or improving the scope of the works for compliance with codes, and/or providing resilience to other disasters. After notice to proceed, the proponent shall determine with the UPR representatives, the strategy for the Alternatives Procedures that will be applied.

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 ALTERNATIVE PROCEDURES SERVICES RELATED TO FEMA'S SOW

- 5.1.1 The Alternative Procedures shall be developed per the Public Assistance Program and Policy Guide (PAPPG) V3.1 2018, Chapter 2, section VII.G (Capped Projects). Alternative Procedures consist of the following projects:
  - a. Improved
  - b. Consolidated
  - c. Alternate
  - d. Share funds

e. Excess funds

5.1.2 The scope of work includes, but is not limited, to the following:

1. Review, evaluation, and familiarization with the projects that are part of the Alternative Procedures.
2. Develop and prepare a turnover package (TOP) for submission to COR3 and FEMA. The TOP shall include, but is not limited, to the following:
  - a. Transmittal letter.
  - b. Project narrative -Description with cost effectiveness and benefits of the Alternative Procedure project and Mitigation proposal resiliency.
  - c. FEMA requested forms per the PAPPG guidelines.
  - d. Schematic design.
  - e. New scope of work alignment with cost.
  - f. Possible mitigation measures proposal to be transferred from original project to the alternate.
  - g. Detailed Cost estimates.
  - h. Schedule.
  - i. Applicable permits for each turnover package.
  - j. Development and submission of any required document as stated by the PAPPG and the Alternative Procedures guidelines.

5.1.3 The selected proponent shall be available to meet with FEMA and COR3 as part of the development and submission of the TOP for Alternative Procedure.

5.1.4 The selected proponent shall respond to any requests for information (RFI) from FEMA and COR3 derived of the process of evaluation and selection for this RFQ. Qualified firms or individuals should have experience in historic restoration/rehabilitation design and engineering services (mechanical, civil, structural, electrical, roof waterproofing specialist, cost estimator, vertical communication (elevator) engineer, historic buildings consultant) that are necessary for the reconstruction of these facilities. The UPR's goal is to receive the highest level of quality that aligns with its needs at the lowest reasonable price from an experienced and qualified firm.

Please, for more information, refer to **Appendix H** for overview and processing the requirements for Alternatives Procedures – Example for Public Assistance-Alternative Procedures (Section 428) Guide for Permanent Work FEMA4339-DR-PR.

## 5.2 SERVICES RELATED TO FEMA'S SOW

5.2.1 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

as part of the schematic design phase, for the purpose of Scope of Work Alignment. The UPR will provide guidelines for roof design. The awarded proponent will be responsible for the design following such guidelines and for preparing cost estimates for the mentioned SOW and any additional SOW as required by UPR for compliance with all internal and FEMA procedures. In addition, the awarded proponent shall perform technical assessments of existing roof conditions, technical specifications, including but not limited to infrared photography; uplift test; cores; materials; roof elements, including equipment, and existing roof perforations to be included as part of the as built. These plans and other documents will comply with the above requirements and must be submitted to the UPR for consideration and approval.

- 5.2.2 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.
- 5.2.3 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.
- 5.2.4 The Awarded Proponent is responsible for notifying the UPR's representative in case of any change that may affect the primary SOW.
- 5.2.5 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.
- 5.2.6 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.
- 5.2.7 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.

- 5.2.8 As part of the Basic Services the Awarded Proponent will have the responsibility related to the preparation, processing, and obtaining all the endorsements and permits required for the Project. This includes the responsibility of evaluating and determining the applicable permits to the Project and undertaking all necessary actions to ensure compliance with both state and federal agencies. These efforts will not constitute additional services but will be integral to the basic services provided. The costs associated with submitting the endorsements, engaging technical consultants, and/or acquiring permits from the relevant agencies will be included as part of the reimbursable expenses.

These responsibilities also extend to obtaining permits and certificates for lead and asbestos remediation in buildings constructed before 1990. In addition, any permit from environmental and historical agencies required for this project.

The UPR reserves the right to award and request Additional Services. The award of Additional Services for a contract does not imply the complete utilization of the Additional Services amount. All necessary additional services must be requested to or authorized by the UPR. Requests for Additional Services will be made in writing, detailing their nature and associated costs, including coordination costs and the time required for execution. The UPR could also request additional services to the Awarded Proponent per this section of the RFP.

Unless covered under the definition of Basic Services, all services that deviate from the generally accepted architecture/engineering practices will be considered as additional services. Specifically, this refers to services beyond those described in the contract, which the UPR will approve in writing, and within the budget allocated for these services.

Upon contract signing, to activate the Additional Services clause, the awarded proponent must submit a proposal. The UPR will then assess the necessity of performing the additional services. If deemed necessary, and in compliance with the federal procurement process, the UPR may request a minimum of three different proposals. Alternatively, the UPR can activate the clause by requesting additional services from the awarded proponent.

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

## 6. COST PROPOSAL

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

**Note: Do not modify the template in Appendix D. All spaces are required and must be filled. If any space does not apply you should put (N/A) or other information. This is a substantial requirement, do not leave any blank spaces, for it could be cause for disqualification.**

## 7. REQUIRED DOCUMENTS FOR THE SUBMISSION OF THE PROPOSAL

### General Instructions

The evaluation and selection of a proposal will be based on the information submitted as required in this RFP. Additional information may be required upon interviews, if conducted. 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 read, understands, and accepts 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 bidders. 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 proponent should carefully examine the RFP or proposal form provided in the RFP documents. The proponent will be responsible for any errors or omissions in the offer. Proposals 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 seal of the corporation must be attached. The physical and postal address, email, telephone of the main office of the corporation will be included, also proposal number and title of this RFP.

The offer and the documents identified below will be addressed 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): Identifying the name and number of the RFP, and date of submittal. The letter must be signed by an authorized representative of the organization, that states the acceptance of the Terms and Conditions of this RFP, providing the exact business name to conduct business with the UPR, and address, telephone, fax number, e-mail address and SAM Entity Identifier Number.
  - **SAM registration** and annual renewal is a contract requirement. Proponents in the process of registering and/or renewing their SAM can participate in this RFP, however, if SAM registration and/or renewal process is not done by the time of award, your proposal may be rejected for not meeting federal procurement requirements.
- **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**, including additional SOW fee percentage (%)
- **Appendix I - Cost Proposal Breakdown (template)** - Provide Cost Estimate Breakdown based in SOW provided in Appendix F. This Excel format Table is a template the proponents can use as a guidance. Shall be maintain all the SOW damages, only can modify the General Conditions, Soft Costs and others associated costs to develop the project.
- **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.**
- **Appendix E – Response Checklist** - Before signing and submitting the proposal for this Project, interested proponents should carefully review and fill the Appendix E – Response Checklist.

### **Request for Information (RFI)**

An RFI or clarification shall be addressed by email to: [uprecovery.rfp@upr.edu](mailto:uprecovery.rfp@upr.edu) on or before the date established in this document and must reference this specific RFP (**RFP #DRO 24-005-2 / 08417**) in the subject line of the email. No telephone inquiries

will be allowed. No further questions will be allowed after the established date. No questions will be accepted after the deadline provided in the above schedule, subject to any amendment to the same duly notified.

Any interpretations, correctios, or changes to this RFP will be made by addendum. Any changes to specifications will be made in writing and delivered to proponents that register receipt of this RFP at [uprecovery.fpp@upr.edu](mailto:uprecovery.fpp@upr.edu) . Proponents shall acknowledge receipt of the addenda on **Appendix D – Cost Proposal**.

## 8. UPR RESPONSIBILITIES

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

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

## 9. COMPENSATION FOR DESIGN AND SUPERVISION SERVICES AND PAYMENT METHOD

The UPR will pay **the Awarded Proponent only** 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.

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** must submit one (1) original and one (1) digital copy of the invoices to be certified by the President of the University of Puerto Rico or his authorized representative, in this case, the Director of the Office of Physical Infrastructure and Development at the University of Puerto Rico, Central Administration (the "ODFI"). In addition, the Designer/Supervisor 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 interviews, 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 emblematic architectural (modern) heritage 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, conservation/restoration buildings 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 and at least two (2) projects with restoration/conservation considerations. The teamwork (proponent firm and the subcontractors/consultants shall be previous experience in conservation/restoration interventions.**

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 – Refer to Appendix A Statement of the Bidder**

- Provide a complete profile of your organization, mission, and vision statements. **The proposal profile should detail experience in projects of historical value.**

**Experience and strategy in providing the services (up to 30 points) – Refer to Appendix A Statement of the Bidder**

- Describe the organization/company's history, experience, and capabilities as it relates to the proposed scope of work and working with the **conservation/restoration of historic buildings**. Be specific and detail no more than three projects/contracts: description of work, dates, locations, challenges, and results. (up to 6 points)
- Indicate relevant experience in projects with FEMA grants. (up to 4 points)
- Please indicate whether you have experience working with public or federal entities, and years of experience performing like services. (up to 4 points)
- Provide specific examples of the services or tasks previously provided by the entity as considered in this RFP. (up to 8 points)
- Detail your firm's understanding of the challenges and barriers **for a project with historical considerations, specifically buildings of the Henry Klumb modern architecture heritage**, and proposed approach to overcoming these barriers. (up to 5 points)
- Identify potential risk factors and methods for dealing with these factors. (up to 3 points)

**Team qualifications (up to 25 points) – Refer to 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 **restoration/conservation or historic buildings**, Federal Grants and/or FEMA and FEMA regulatory requirements. 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 with **special approach of modern architecture heritage with the Henry Klumb masterpieces**. Any subcontractors should be named, along with a description of experience and what role they will play on the Proponent's team. The proponent should describe its demonstrated capability to provide the staffing with the qualifications required in this RFP through the term of the expected contract **with previous experience in conservation/restoration buildings**. (up to 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 **with special considerations with restoration/conservation of historic buildings**. (up to 10 points)

- Personnel/Trade specialist mechanical, electrical, architectural, structural, roofing systems specialist, civil and/or other qualifications per trades based on SOW.

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

- A minimum of three (3) references of the Proponent (as Prime Contractor) to which similar services (**oriented to conservation/restoration projects**) have been provided within the past five years of a comparable sized institution or company, offering for each a summary of the work performed and how it relates to the scope of work under this RFP. Each reference should include a point of contact name, their title, name of the organization they represent, and their phone and e-mail information so that they may be contacted by the UPR or its designer(s). The Proponent is encouraged to provide up to two (2) references for identified subcontractors. (up to 5 points)
- If the Proponent has previous contracts with the UPR the performance directly related to those services will be taken into account as an additional reference to those minimally required.

**Cost Proposal Breakdown (5 points)**

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

**Cost Proposal (25 points) – Refer to Appendix D – 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:  $(\text{Lowest Cost Proposal} / (\text{Cost Proposal being evaluated})) \times \text{Total Cost Proposal Points}$ . The final score will be rounded to the nearest whole number.

**Cost Proposal % Fee for additional SOW (5 points) – Refer to Appendix D – Cost Proposal**

- Proponent with lower % of fee for additional SOW (5 points)

**Preference of 5 points for Section 3 Business Concern and MWBE**

The UPR will 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.** The certification should be provided by the following agencies as stated in the PRDOH M/WBE Policy Guide:
    - **MBDA** – Minority Business Development Agency PR
    - **WBENC** – Women’s Business Enterprise National Council PR
    - **PMSDC** – Puerto Rican Minority Supplier Development Council
    - **EPA** – Office of Small Business Programs OSDBU

For more information, please click the link below:

<https://cdbg-dr.pr.gov/en/section-3/enterprise-woman-minority-mwbe/m-wbe-policy/>

**TABLE - SUMMARY OF POINTS**

| Description  | Points     |
|--|------------|
| <b>Experience and strategy in providing the services</b> | <b>30</b>  |
| <b>Team qualifications</b>                               | <b>25</b>  |
| <b>Proponent references</b>                              | <b>5</b>   |
| <b>Cost Proposal Breakdown</b>                           | <b>5</b>   |
| <b>Cost Proposal</b>                                     | <b>25</b>  |
| <b>Cost Proposal % Fee for additional SOW</b>            | <b>5</b>   |
| <b>Total</b>   | <b>95</b>  |
| <b>Section 3 Business concerns and MWBE</b>              | <b>5</b>   |
| <b>Total</b>   | <b>100</b> |



## 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.

The RFP may not be awarded to the Proponent who submitted the lowest price if, in the judgment of the Committees or the UPR, another Proposal offers a better value for the Government of Puerto Rico.

## 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. JUDICIAL REVIEW

Any proponent adversely affected by a decision made by the UPR in connection with the selection and award procedures provided in this RFP may submit a request for reconsideration to the UPR in accordance with the Uniform Administrative Procedure Act, Law No. 38 of June 30, 2017, as amended, within ten (10) days from the award notification date to the following email [uprrecovery.rfp@upr.edu](mailto:uprrecovery.rfp@upr.edu).

A request for reconsideration, as well as any other petition for review, must be in writing and clearly identify the name and address of the requesting party, contain a detailed and accurate statement of the grounds for the request, including copies of all relevant documents, and specify the relief requested. A request for reconsideration or other petition for review that fails to comply with the time limits or procedures stated above or otherwise provided in this section may be dismissed or denied without further consideration. If the UPR fails to act on the motion for reconsideration within ten (10) business days of the filing thereof, it shall be understood that the motion was denied outright and the term for judicial review shall begin to elapse from said date.

If the UPR accepts the reconsideration request within the term provided for it, it must issue the reconsideration resolution within thirty (30) days following the filing of the motion for reconsideration. If the UPR accepts the reconsideration request but doesn't take any action in relation to the motion within thirty (30) days of being filed, it will lose jurisdiction over it and the term to request judicial review will begin from the expiration of said term of thirty (30) days. The UPR may extend said term only once, before it ends, for an additional term of fifteen (15) days.

**Judicial Review.** The proponent adversely affected by the UPR's final decision on reconsideration may file a petition for judicial review in accordance with the Uniform Administrative Procedure Act, Law No. 38 of June 30, 2017, as amended, before the Court of Appeals, within a term of twenty (20) days from the date a copy of the notice of the final resolution or order was filed in the record of the UPR or from the term of twenty (20) days from the expiration of the thirty (30) day period within which the UPR must act upon the request for reconsideration or from the time extended by the agency, if applicable. The party shall notify the UPR and all other parties of the filing of the petition for review within the term established to request such review. The notice may be served by mail. Provided, that if the date on which the copy of the notice of adjudication is filed in the records of the agency differs from the mailing date of said notice, the term shall be calculated from the mailing date.

## **14. BLACKOUT PERIOD**

### **14.1. Definition of Blackout Period**

The blackout period is a specified period during a competitive procurement process in which any Proponent, bidder, or its agent or representative, is prohibited from communicating with any UPR's employee or UPR's contractor involved in any step in the procurement process about the solicitation. The blackout period applies not only to UPR employees, but also to any current contractor of the UPR. "Involvement" in the procurement process includes but may not be limited to project management, design, development, implementation, procurement management, development of specifications, and evaluation of proposals for a particular procurement.

This solicitation designates the contact person (RFP Coordinator) and all communications to and from potential Contractors and/or their representatives during the blackout period must be in accordance with this RFP's defined method of communication with the RFP Coordinator. The blackout period begins on the date that the UPR first issued the publication of this RFP and will end when the 20 days of request for judicial review have passed.

In the event a prospective Contractor may also be a current UPR contractor, UPR employees and the prospective Proponent may contact each other with respect to their existing contract and duties only. Under no circumstances UPR employees or current contractors may discuss this RFP or corresponding procurement process or status. Any bidder, Proponent, or UPR contractor who violates the blackout period

may be excluded from the awarding contract and/or may be liable to the UPR in damages and/or subject to any other remedy allowed under law, including but not limited to a ban in participating in any procurements issued by or for the UPR, or any entity of the Government of Puerto Rico, for a period of ten (10) years, if it is determined that such action results in violation of the Anticorruption Code, Puerto Rico Act 2-2018.

#### **14.2. Other Prohibited Communications**

Communications with other representatives of the Government of Puerto Rico or relevant entities of Federal Government regarding any matter related to the contents of this RFP are prohibited during the submission and selection processes. Failure to comply with these communications restrictions will result in rejection of the Proponent's proposal.

### **15. UPR DISCLAIMERS**

By accessing and using the information provided by the UPR for the purpose of proposal submission, and, by submitting a Proposal, the Proponent, on behalf of themselves and their Partners/Subconsultants acknowledges and agrees that:

#### **15.1. Equal Employment Opportunity and Non-Discrimination**

15.1.1. 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.

#### **15.2. Conflict of Interest**

15.2.1. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. The purpose of this prohibition is to ensure, at a minimum, that employees involved in the award and administration of contracts are free of undisclosed personal or organizational conflicts of interest—both in fact and appearance (2 C.F.R. § 200.318(c)(2)).

15.2.2. 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.

15.2.3. 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.

15.2.3.1. A real conflict of interest arises when an employee, officer, 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 aforementioned individuals, has a financial or other interest or a tangible personal benefit from a firm considered for a contract.

15.2.3.2. An apparent conflict of interest is an existing situation or relationship that creates the appearance that an 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.

15.2.3.3. Although the term "financial interest" is not defined or otherwise described in the Uniform Rules, a financial interest can be considered to be the potential for gain or loss to 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 these parties as a result of the particular procurement. The prohibited financial interest may arise from:

15.2.3.3.1. Ownership of certain financial instruments or investments like stock, bonds, or real Estate.

15.2.3.3.2. A salary, indebtedness, job offer, or similar interest that might be affected by the procurement.

### **15.3. Cost analysis for proposal; Proponent's Responsibility**

15.3.1. All proponents are required to perform an independent and thorough analysis of the cost estimate related to the project and their design and supervision services. Proponents are responsible for determining the accuracy and completeness of the cost estimate independently. Proponents are solely responsible for the accuracy and completeness of the cost proposal submitted.

### **15.4. No responsibility of the UPR regarding the use of information**

15.4.1. The information provided by the UPR in reference to this RFP is intended solely for good faith and for the purpose of facilitating the proposal submission process. It is provided as a convenience to proponents and should not be

relied upon as the sole basis for proposals, neither should be interpreted as the norm for every request and procurement process. The UPR shall not be held responsible for the accuracy, completeness, or reliability of the information provided for proposal submission. The UPR disclaims all liability for any errors, omissions, or discrepancies in the information presented in connection with this RFP.

#### **15.5. Proponent's Error and Omissions**

15.5.1. 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.

#### **15.6. Proponent's Expenses**

15.6.1. 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.

#### **15.7. Selection of proposal in best interest of the UPR**

15.7.1. 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, negotiation, 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.

#### **15.8. Number of Awards**

15.8.1. 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").

#### **15.9. Withdrawal Proposals**

15.9.1. 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.

**15.10. SAM Registration**

15.10.1. SAM registration and annual renewal is a contract requirement. Proponents in the process of registering and/or renewing their SAM can participate in this RFP, however, if SAM registration and/or renewal process is not done by the time of award, your proposal may be rejected for not meeting federal procurement requirements.

**15.11. Contract Negotiations/No obligation to Contract/Rejection of Proposals/Cancellation of RFP**

15.11.1. The selection of any proposal for contract negotiation shall not imply acceptance by the UPR of all terms of the proposal, which may be subject to further negotiation and approvals before the UPR may be legally bound thereby.

15.11.2. 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 government contracting process, 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 it, 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.

15.11.3. There is no guarantee of a minimal amount of work or compensation for any of the selected proponent selected for contract negotiations.

**15.12. Ownership of Proposals**

15.12.1. 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.

**15.13. Confidentiality of Proposals**

15.13.1. 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.

#### **15.14. Collection and Use of Personal Information**

15.14.1. 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.

#### **15.15. RFP and Proposal as Part of Agreement**

15.15.1. 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.

#### **15.16. Non-Assignment**

15.16.1. 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.

### **15.17. Causes for Disqualification**

- 15.17.1. Failure to submit the proposal on or before the date and time deadline indicated in this RFP.
- 15.17.2. Failure to submit a fully completed proposal may be deemed nonresponsive.
- 15.17.3. Failure to submit appendix, form, certification, or required document may be ground for disqualification.
- 15.17.4. Any unauthorized ex-parte communication with UPR officials, employees, consultants or advisers, or any other unauthorized person, regarding this Project may be grounds for disqualification.

### **15.18. No Bid**

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

### **15.19. Sub-Contracts or Consultants of the Awarded Proponent**

- 15.19.1. 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.

## **16. REQUIRED DOCUMENTS FOR THE SIGNING OF THE CONTRACT**

In addition of the above requirements, it is required that **before** the signing of the contract, the **successful proponent** provides all the documents listed below within **ten (10) calendar days** of selection. **These documents are essential requirements, the UPR reserves the right to cancel the award and/or RFP if the awarded proponent does not comply with the aforementioned term to submit documents:**

- 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 - [Click on link](#)
- 5. MWBE Utilization Plan - [Click on link](#)
- 6. Policies and Insurances – See **Appendix C**

- 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. Legal Entity Certification - Circular Letter No. 013-2021 of the Management and Budget Office (OGP). (Will be provided)
- 9. 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 an 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 evidence of 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**

Initials \_\_\_\_\_

## **17. APPENDIX A**

# **STATEMENT OF THE BIDDER**

Initials \_\_\_\_\_

**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.**

The 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. **Special considerations with conservation/restoration projects.**

| No. | Client Name, Contact Person and telephone | Location | Type of Work<br>(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   |   |          |   |                 |                 |   |

Initials \_\_\_\_\_

**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, vision statements and organizational chart.  
 Special considerations with conservation/restoration approach.

**V. EXPERIENCE DESCRIPTION AND STRATEGY IN PROVIDING THE SERVICES**

Special considerations with conservation/restoration approach.

**VI. TEAM QUALIFICATIONS** - The Proponent should provide detailed information about the experience and qualifications of the Proponent's principals, project managers, key personnel, consultants and staff to be assigned, including degrees, certifications, licenses, and years of relevant experience in terms of Federal Grants and/or FEMA and FEMA regulatory requirements with special considerations in conservation/restoration projects. 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. Any subcontractors should be named, along with a description of experience and what role they will play on the Proponent's team. The proponent should describe its demonstrated capability to provide the staffing with the qualifications required in this RFP through the term of the expected contract. 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 with special considerations in conservation/restoration projects. Personnel/Trade specialist mechanical, electrical, architectural, structural, roofing systems specialist, civil and/or other qualifications per trades based on SOW.

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 \_\_\_\_\_

## 18. **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.



**1. LOBBYING CERTIFICATION**  
**RFP #DRO 24-005-2 / 08417**

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 \_\_\_\_\_



**2. 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 24-005-2 / 08417**

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 24-005-2 / 08417** 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 impair, or give the appearance of impairing, impartial judgment in

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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

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**3. 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 24-005-2 / 08417**

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

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## 19. APPENDIX C

# POLICIES AND INSURANCE

**Required Insurance for the project**

**RFP #DRO 24-005-2 / 08417**

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

- (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
- (X) Auto Limits – Combined Single Limit of \$500,000
- (X) Endorsements required for CGL & Auto:
  - (X) Hold Harmless Agreement
  - (X) Additional Insured
  - (X) Thirty (30) days cancellation notice
  - (X) Waiver of Subrogation
- (X) Errors & Omissions / Professional Liability – Limits \$1,000,000.00

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

|  |  |  |
|--|--|--|
| Puerto Rico Department of Housing<br>PO Box 21365<br>San Juan, PR 00928-1365 | Gobierno de Puerto Rico<br>PO Box 9020082<br>San Juan, PR 00902-0082 | US Department of Housing and Urban Development (HUD)<br>451 7 <sup>th</sup> Street S.W<br>Washington, DC 20410 |
|--|--|--|

## 20. **APPENDIX D** **COST PROPOSAL**

Initials \_\_\_\_\_

## COST PROPOSAL

**RE: Reconditioning of Buildings 012 (Escuela de Derecho), 039 (Museo), 044 (Biblioteca José M. Lázaro) of Río Piedras Campus, University of Puerto Rico  
 RFP #DRO 24-005-2 / 08417**

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

**Note:** Do not modify this Cost Proposal Template. Fill all the required spaces. If any space does not apply you should put (N/A) or other information. Do not leave any blank spaces.

| COST PROPOSAL  |                                 |     |
|--|---------------------------------|-----|
| <b>GROUP #08417</b><br><b>(Building 012 Escuela de Derecho; Building 039 Museo &amp; Building 044 Biblioteca José M. Lázaro)</b>   |                                 |     |
| Estimated Construction Cost for the proposed development: \$_____ (required)   |                                 |     |
| Professional design and supervision fees have been computed based on the estimated construction cost mention above:  |                                 |     |
| PHASE  | TIME<br>(Calendar Days)         | FEE |
| <b>BASIC Services:</b>   |                                 |     |
| Schematic design<br><small>(Validates the damages, schematic plans and estimate, development of the scope alignment and/or improved project strategy for submit to FEMA/COR3.)</small> | ___ days                        | \$  |
| Preliminary design   | ___ days                        | \$  |
| Construction Documents   | ___ days                        | \$  |
| Bidding and Negotiation  | N/A                             | \$  |
| <b>*Design Subtotal:</b>   | N/A                             | \$  |
| <b>Supervision:</b>  | ___ months x<br>\$_____ monthly | \$  |
| <b>BASIC SERVICES TOTAL*:</b>  |                                 | \$  |

Initials \_\_\_\_\_

|   |     |    |
|---|-----|----|
| <b>Reimbursable Expenses**:</b><br>For fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices. | N/A | \$ |
| _____ (\$ _____ )<br><b>Write the total amount (Basic Services Total + Reimbursable Expenses) in words and numbers.</b>                   |     |    |
| <b>Additional SOW Fee % _____ (Design subtotal + Supervision) / Estimated Cost</b>  |     |    |

\*The Basic Services will consider all the required permitting efforts with the state and federal agencies and the design of the Roof Waterproofing System with all its components. It is required to have a specialist roofing consultant, thermographic and wind resistance (uplift) tests, as applicable by codes.

Only considers the Waterproofing Design SOW for Buildings 012 (Museo) and 039 (Escuela Derecho).

\*\*For Reimbursable Expenses, the UPR reserves the right to adjust the amount for their convenience. These services will be approved after submitting the proposal and order to proceed by the University.

For other possible Additional Services the UPR reserves the right to adjust these amounts for their convenience.

| Description of possible Additional Services |
|---|
|   |
|   |
|   |
|   |
|   |

The UPR establishes an amount of **\$30,000.00** for possible Additional Services.

Fees for additional professional services will be calculated using the % Fee design for services (Design subtotal + Supervision) / Estimated Cost included on the Cost Proposal table above and/or hours-based rate described below.

| Fees for Professional Services |              |
|--------------------------------|--------------|
|                                | Fee per hour |
|                                |              |
|                                |              |

Initials \_\_\_\_\_

|  |  |
|--|--|
|  |  |
|  |  |

The proponent acknowledges the receipt of the following **addenda** and, unless otherwise specified, accepts that changes required in these Addenda are included in the Proposal:

**Addendum No. 1**– Description: \_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_

**Addendum No. 2**– Description: \_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_

**Addendum No. 3**– Description: \_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_

No Addendum was received in connection with this RFP. If no Addenda is received, check the box.

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\_\_\_\_.

|                      |                           |
|----------------------|---------------------------|
| <b>Firm Name:</b>    |                           |
| <b>Signed by:</b>    | _____<br>(Sign it in ink) |
| <b>Name:</b>         |                           |
| <b>Title:</b>        |                           |
| <b>Mail Address:</b> |                           |

Initials \_\_\_\_\_



|                          |  |
|--------------------------|--|
| <b>Physical Address:</b> |  |
| <b>Phone Number:</b>     |  |
| <b>Fax Number:</b>       |  |
| <b>E-mail:</b>           |  |

**Seal (if Bidder is a Corporation)**

## 21. **APPENDIX E** **RESPONSE CHECKLIST**

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## Response Checklist

Note: Before submitting the proposal to this RFP, please review the following:

- Did you include a Letter of Intent identifying the name and number of the RFP, date of submittal, signed by an authorized representative of the organization, that states the acceptance of the Terms and Conditions of this RFP, providing the exact business name to conduct business with the UPR, and address, telephone, fax number, e-mail address and SAM Entity Identifier Number?
- Do you have an **Active** Registration on SAM.gov?
- Did you complete and sign Appendix A - Statement of the Bidder?
- Did you fully complete Part 1 through 6 in the Statement of the Bidder, Appendix A?
- Did you attach the resumes of all firm personnel teamwork (or/and sub-contractors, specialized trades consultants, if any) who will be providing the services?
- Did you fully complete and include the additional SOW Fee Percentage (%) in Appendix D – Cost Proposal?
- If any space does not apply in Appendix D – Cost Proposal, did you put (N/A) or other information?
- Did you acknowledge the Addendums in Appendix D – Cost Proposal, if applicable?
- Did you **sign** and **seal** Appendix D – Cost Proposal following the instruction in Section 7 - REQUIRED DOCUMENTS FOR THE SUBMISSION OF THE PROPOSAL?
- Did you include a Cost Estimate Breakdown based on SOW provided in Appendix F – Scope of Work?
- Did you complete and include the required Federal Documents in Appendix B (Lobbying Certification, Non-Conflict of Interest Certification and Limited Denial of Participation Affidavit)?
- Did you include a color copy of the engineer's or architect's professional ID (Identificación de Colegiación) and a copy of the Department of State License?
- Did you include a copy of initialized RFP and its Appendices?
- Before signing and submitting the proposal for this Project, did you carefully review the Appendix E – Response Checklist?

**22. APPENDIX F**  
**SCOPE OF WORK**

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## I. GENERAL DATA OF THE PROJECT:

**Campus:** *UPR Rio Piedras*  
**Project Worksheet:** **08417**  
**Damage Inventories (DI):**

DI: 156341 Building 012 Escuela de Derecho  
DI: 158645 Building 039 Museo  
DI: 265154 Building 044 Biblioteca José M. Lázaro

## II. LOCATION PLAN, PROJECT DESCRIPTIONS AND SCOPES:

### a. Location Plan and architectural context



Henry Klumb worked between 1946 and 1966 as the university's exclusive architect. The Rio Piedras and Mayaguez campuses of the University of Puerto Rico allowed Klumb to explore the possibilities of a social architecture adapted to the conditions of Puerto Rico. He set the standards and guidelines for architecture of open and flowing spaces. He also developed several architectural strategies to tone down natural light with the use of various designs for brise-soleils which provided light and shadow. He preferred to design his buildings to take advantage of the prevailing trade winds of the island. Klumb's buildings are all organized around open, democratic spaces accessible to all. These three buildings (Escuela de Derecho, Museo & Biblioteca José M. Lázaro) and the Students Center are the principal and emblematic institutional modern designs in Puerto Rico. All the Klumb's projects in the University of Puerto Rico are part of our historic (tropical modern architecture) heritage.



**b. General description of buildings:**

**1. Building 012 Escuela de Derecho**







The building has four (4) story of approximately 143,100 SF, that was constructed in 1962. The structure is occupied by the School of Law of the Rio Piedras Campus. The original Law School Building was designed by Henry Klumb in the late fifties and constructed in 1962.

In 2001, the Law School Building was extensively remodeled and expanded by the Puerto Rican architect Segundo Cardona FAIA (Sierra Cardona Ferrer Architects), who has worked as student intern for Henry Klumb before becoming an architect himself.

The architect Klumb's designs are organic in nature and adapt well to growth and change. In the expansion of the Law School, it was decided to preserve the original stylistic expression—an architectural celebration of modernity—and to employ a vocabulary of restraint out of respect for the character of the original structure.

The program required a substantial expansion of the library and the faculty offices area, and the construction of new facilities for the Legal Aid Clinic, in addition to updating the infrastructure while meeting applicable building codes. The new structures were attached to the original building, preserving the integrity of the whole while maintaining the original character of each unit. The building incorporated art as an integral part of the architecture by designing spaces tailored for specific existing artwork owned by the University.

The building is a site cast, reinforced concrete structure with reinforced concrete roof and bituminous built- up roof system. Construction includes reinforced concrete load-bearing walls, reinforced concrete floor slabs on grade, and elevated, reinforced, concrete slabs. Interior finishes consist of suspended acoustic ceilings, painted concrete, drywall, vinyl composite tile, ceramic tile, terrazzo tile, and commercial carpet. Elevators are incorporated throughout the facility.

General data for reference:

1. Building Footprint – 71,811 SF
2. Perimeter – first 1,072 LF, second 936 LF, third 700 LF, fourth 296 LF

3. Number of Stories – 4
4. Fourth Floor – 3,600 SF
5. Third Floor – 13,000 SF
6. Second Floor – 54,700 SF
7. First Floor – 71,811 SF
8. Total Area – 143,111 SF
9. Floor to Floor Height – 12 FT
10. Total Building Height – 50 FT
11. GPS Latitude/Longitude: 18.40711, -66.04753

## 2. Building 039 Museo



The Museum of History, Anthropology and Art (MHAA) of the University of Puerto Rico is one of the most emblematic buildings designed by Architect Henry Klumb in the Río Piedras Campus of the University of Puerto Rico (UPR). It is also an important work in the history of modern architecture in Puerto Rico, not only for being the first museum building of the island, but for the quality of its architecture and its extraordinary spatial and environmental approaches.

This is Puerto Rico's first and oldest museum and it is housed within the grounds of the University of Puerto Rico, Río Piedras campus. The museum's collection of Antillean archeology is one of the most complete in the Caribbean. The museum offers exhibitions, guided tours, art workshops, conferences, forums, and concerts.

The construction began in 1958 and was inaugurated a year later in 1959. This constitutes only one-third of the total area of the original project for the Museum. This building is approximately 21,543 SF in 2 stories. The structure is



reinforced concrete modified bitumen roof with granular surface, reinforced concrete beams and columns. The interior has reinforced concrete bearing walls with 4 inches reinforced concrete floor slab on grade, and reinforced concrete stem wall and spread footings foundation system. Interior finishes generally consist of suspended acoustical ceiling, painted concrete plaster, painted drywall, polished exposed concrete floors, ceramic tile floors, integral terrazzo floors, and 12 IN x 12 IN vinyl tile.

General data for reference:

1. Building Footprint – 21,543 SF
2. Perimeter – 905 FT
3. Number of Stories – 2
4. Second Floor – 1,038 SF
5. First Floor – 20,283 SF
6. Total Area – 21,321 SF
7. Floor to Floor Height – 10 FT
8. Total Building Height – 20 FT
9. GPS Latitude/Longitude: 18.40414, -66.05119

### 3. Building 044 Biblioteca José M. Lázaro





This building is approximately 228,476 SF, 9 story library building with a basement, mezzanine, and penthouse, was constructed in 1953 (70 years old). The structure is a site cast, reinforced concrete frame building with reinforced concrete floors and has a bituminous built-up roof system. The NE corner includes a roof utilizing corrugated metal. The interior includes CMU walls with reinforced concrete floor slab on grade. Interior finishes generally consist of concrete and suspended acoustic ceilings, painted concrete plaster, wood and composite wood walls or metal studs covered with drywall and vinyl tiles or terrazzo flooring.

General data for reference:

1. Building Footprint – 83,863 SF
2. Perimeter – 1,556 LF
3. Number of Stories – 9, including basement, mezzanine and penthouse
4. Penthouse – 1,223 SF
5. Sixth Floor – 11,700 SF
6. Fifth Floor – 11,700 SF
7. Fourth Floor – 11,700 SF
8. Third Floor – 36,600 SF
9. Second Floor – 71,690 SF
10. Mezzanine – 13,665 SF
11. First Floor – 83,863 SF
12. Basement – 7,590 SF
13. Total Area – 228,476 SF
14. Floor to Floor Height – 16' 4", 10'
15. Total Building Height – 82 FT
16. GPS Latitude/Longitude: 18.40408, -66.04981

**c. SCOPE OF WORK- FEMA**

| <b>BUILDING 012 Escuela de Derecho_156341</b>           |  |
|---|--|
| <b>PA Works:</b>  |  |
| <b>{00-001} General:</b>                                |  |
| 1   | Prep and paint 36,048 SF of building exterior painted surfaces.- <i>(Photo Sheet #5, #6, #7, #8)</i>   |
| 2   | Remove and replace (in-kind) 4 each of Building Elevations.- <i>(Photo Sheet #1, #2, #3, #4)</i>   |
| <b>{00-002} General Exterior:</b>                       |  |
| 1   | Remove and replace (in-kind) 3 each of Bays of the Mampara Design Window.- <i>(Photo Sheet #71, #72, #73, #74)</i>   |
| 2   | Repair (in-kind) 11 each of Plaster Design Columns (2 FT deep X 1 FT wide x 10 FT height).- <i>(Photo Sheet #75, #76, #77, #78, #79, #80)</i>                              |
| <b>{00-003} Roofing System:</b>                         |  |
| 1   | Remove and replace (in-kind) 80,191 SF of roof, modified bitumen with granular surfacing.- <i>(Photo Sheet #9, #10, #11, #12, #13, #14, #15)</i>                           |
| 2   | Remove and replace (in-kind) 2 each of drains, 4 IN.- <i>(Photo Sheet #16)</i>   |
| <b>{01-004} HVAC Exterior (Main Roof Area):</b>         |  |
| 1   | Remove and replace (in-kind) 1 each of HM double swing door and frame, 6 FT x 8 FT galvanized steel single sheet emergency stairs.- <i>(Photo Sheet #55)</i>               |
| 2   | Remove and replace (in-kind) 1 each of supply fan, 3 HP, variable frequency drive.- <i>(Photo Sheet #54)</i>   |
| 3   | Remove and replace (in-kind) 90 LB of control valve actuator located in the chilled water return pipe.- <i>(Photo Sheet #56)</i>   |
| 4   | Remove and replace (in-kind) 2 each of pressure gauge Indicator (PI), 60 PSI, located in the chilled water supply and return pipe.- <i>(Photo Sheet #57)</i>               |
| 5   | Remove and replace (in-kind) 4 each of chilled water thermometer, 0 F to 150 F, located in the chilled water return pipe.- <i>(Photo 1453)</i>                             |
| 6   | Remove and replace (in-kind) 180 LB of control valve actuator located in the chilled water return pipe.- <i>(Photo 1455)</i>   |
| 7   | Remove and replace (in-kind) 1 each of access door, 2 FT x 3 FT, stainless steel single sheet fan.- <i>(Photo Sheet #58)</i>   |
| 8   | Remove and replace (in-kind) 1 each of HM double swing door, 6 FT x 8 FT galvanized steel single sheet, with 2 (e.a ) 2 FT x 1 FT bottom louver.- <i>(Photo Sheet #65)</i> |
| 9   | Remove and replace (in-kind) 1 each of external ventilation hood fan.- <i>(Photo Sheet #53)</i>  |
| <b>{01-005} HVAC AHU-8N (Second Floor - Roof Area):</b> |  |
| 1   | Remove and replace (in-kind) 1 each of access door, 2 FT x 3 FT stainless steel single sheet.- <i>(Photo 181)</i>  |
| 2   | Remove and replace (in-kind) 1 each of airfoil blade supply axial fan, 12,000 cfm, total static pressure. <i>(Photo WA0009)</i>  |
| 3   | Remove and replace (in-kind) 1 each of airfoil blade supply axial fan 10 hp motor.- <i>(Photo Sheet #60)</i>   |
| 4   | Remove and replace (in-kind) 1 each of access door, 2 FT x 4 FT, stainless steel single sheet filter- <i>(Photo Sheet #59)</i>   |
| <b>{01-006} HVAC Miscellaneous:</b>                     |  |
| 1   | Remove and replace (in-kind) 2 each of AHU Units roof admin building, 12,000 CFM chilled water air handling unit with 30 tons.- <i>(Photo Sheet #62)</i>                   |

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| 2  | Remove and replace (in-kind) 1 each of 30-TON AHU Unit main roof .- ( <i>Photo Sheet #61</i> )                                    |
| 3  | Remove and replace (in-kind) 1 each of external ventilation hood motor (8 HP) – ( <i>Photo Sheet #63</i> )                        |
| 4  | Remove and replace (in-kind) 1 each of external ventilation hood motor (1 HP).- ( <i>Photo Sheet #64</i> )                        |
| <b>{02-007} General Interior:</b>  |   |
| 1  | Prep and paint 40,149 SF of building interior surfaces.   |
| <b>{03-010} Fourth Floor Room 401 (10 FT x 10 FT):</b>   |   |
| 1  | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- ( <i>Photo Sheet #25</i> )                 |
| <b>{03-011} Fourth Floor Room 403 (12 FT x 12 FT):</b>   |   |
| 1  | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- ( <i>Photo Sheet #20</i> )                 |
| <b>{03-012} Fourth Floor Room 404 (13 FT x 13 FT):</b>   |   |
| 1  | Remove and replace (in-kind) 1 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- ( <i>Photo Sheet #21</i> )                 |
| <b>{03-013} Fourth Floor Room 406 (7 FT x 7 FT):</b>   |   |
| 1  | Remove and replace (in-kind) 3 each of ceiling, 2 FT x 2 FT acoustic tile, suspended – ( <i>Photo Sheet #23</i> )                 |
| <b>{03-014} Fourth Floor Room 408 (9 FT x 9 FT):</b>   |   |
| 1  | Remove and replace (in-kind) 3 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- ( <i>Photo Sheet #22</i> )                 |
| <b>{03-015} Fourth Floor Room 410 (10 FT x 10 FT):</b>   |   |
| 1  | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- ( <i>Photo Sheet #20</i> )                 |
| <b>{04-016} Third Floor Room 300 Lobby &amp; 313 Hallway (13 FT x 13 FT) + (24 FT x 24 FT) = 745 SF:</b> |   |
| 1  | Remove and replace (in-kind) 9 each of ceiling, 2 FT x 2 FT acoustic tile, suspended. ( <i>Photo 369</i> )                        |
| <b>{04-017} Third Floor Room 302 (10 FT x 13 FT):</b>  |   |
| 1  | Remove and replace (in-kind) 3 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- ( <i>Photo Sheet #24</i> )                 |
| <b>{04-018} Third Floor Room 303 (14 FT x 16 FT):</b>  |   |
| 1  | Remove and replace (in-kind) 14 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- ( <i>Photo Sheet #26</i> )                |
| <b>{04-019} Third Floor Room 304 (10 FT x 13 FT):</b>  |   |
| 1  | Remove and replace (in-kind) 2 each of light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube.- ( <i>Photo Sheet #27</i> )     |
| 2  | Remove and replace (in-kind) 3 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN.- ( <i>Site Inspection Photo 378</i> )   |
| <b>{04-020} Third Floor Room 305 (10 FT x 13 FT):</b>  |   |
| 1  | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- ( <i>Site Inspection Photo 390</i> )       |
| <b>{04-021} Third Floor Room 306 (10 FT x 13 FT):</b>  |   |
| 1  | Remove and replace (in-kind) 130 SF of ceiling, 2 FT x 2 FT acoustic tile, suspended.- ( <i>Site Inspection Photos 383, 386</i> ) |
| <b>{04-022} Third Floor Room 308 (10 FT x 13 FT):</b>  |   |
| 1  | Remove and replace (in-kind) 3 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- ( <i>Site Inspection Photos 395, 397</i> ) |
| <b>{04-023} Third Floor Room 309 (10 FT x 13 FT):</b>  |   |



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| 1   | Remove and replace (in-kind) 130 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN.- <i>(Site Inspection Photo 406)</i>   |
| <b>{04-024} Third Floor Room 310 (10 FT x 13 FT):</b>                             |   |
| 1   | Remove and replace (in-kind) 10 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN.- <i>(Site Inspection Photo 402)</i>  |
| <b>{04-025} Third Floor Room 311 (10 FT x 13 FT):</b>                             |   |
| 1   | Remove and replace (in-kind) 130 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN.- <i>(Photo Sheet #28)</i>   |
| <b>{04-026} Third Floor Room 314 (10 FT x 10 FT):</b>                             |   |
| 1   | Remove and replace (in-kind) 1 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- <i>(Site Inspection Photo 422)</i>   |
| 2   | Remove and replace (in-kind) 6 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN.- <i>(Site Inspection Photo 424)</i>   |
| <b>{04-027} Third Floor Room 315 (10 FT x 10 FT):</b>                             |   |
| 1   | Remove and replace (in-kind) 1 each of light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube.- <i>(Site Inspection Photo 426)</i>   |
| 2   | Repair (in-kind) 10 SF of wall, 1/4 IN thick plaster.- <i>(Site Inspection Photos 427, 428)</i>   |
| <b>{04-028} Third Floor Room 316 (10 FT x 10 FT):</b>                             |   |
| 1   | Remove and replace (in-kind) 5 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- <i>(Site Inspection Photo 430)</i>   |
| 2   | Repair (in-kind) 4 SF of wall, 1/4 IN thick plaster.- <i>(Site Inspection Photos 433, 443)</i>  |
| 3   | Remove and replace (in-kind) 20 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN.- <i>(Site Inspection Photo 436)</i>  |
| <b>{04-029} Third Floor Room 318 (7 FT x 7 FT):</b>                               |   |
| 1   | Remove and replace (in-kind) 1 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- <i>(Site Inspection Photo 316)</i>   |
| <b>{04-030} Third Floor Room 321 Hallway &amp; 320 Stairwell (30 FT x 30 FT):</b> |   |
| 1   | Remove and replace (in-kind) 12 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- <i>(Site Inspection Photo 319, 321, 322, 323)</i>   |
| 2   | Repair (in-kind) 5 SF of wall, 1/4 IN thick plaster.- <i>(Site Inspection Photos 325, 326, 328)</i>   |
| <b>{04-031} Third Floor Room B300 (56 FT x 56 FT):</b>                            |   |
| 1   | Remove and replace (in-kind) 130 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- <i>(Photo Sheet #29, #30, #31)</i>   |
| 2   | Remove and replace (in-kind) 42 SF of ceiling, suspended metal grid.- <i>(Photo Sheet #30)</i>  |
| 3   | Remove and replace (in-kind) 12 each of light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube.- <i>(Photo Sheet #31)</i>  |
| 4   | Remove and replace (in-kind) 2 each of door and frame, wood, HC, 3068, laminated.- <i>(Photo Sheet #32)</i>   |
| 5   | Remove and replace (in-kind) 3,136 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN.- <i>(Photo Sheet #33, #35)</i>  |
| 6   | Remove and replace (in-kind) 1,517 SF of shelving, metal, baked enamel, anchored 1 FT x 1,517 LF. Remove and replace (in-kind) 1,517 SF of shelving, metal, baked enamel, anchored 1 FT x 1,517 LF.- <i>(Photo Sheet #33)</i> |
| 7   | Remove and replace (in-kind) 468 SF of shelving, custom ends, mahogany wood components, 5/4 IN.- <i>(Photo Sheet #33)</i>   |
| <b>{04-032} Third Floor Room B301 (17 FT x 17 FT):</b>                            |   |
| 1   | Remove and replace (in-kind) 4 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- <i>(Site Inspection Photo 11-346)</i>  |
| <b>{04-033} Third Floor Room B303 (16 FT x 16 FT):</b>                            |   |

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| 1  | Remove and replace (in-kind) 2 SF of ceiling, 5/8 IN thick drywall.- ( <i>Site Inspection Photo 11-338</i> )                               |
| 2  | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile, suspended.- ( <i>Site Inspection Photos 11-342, 11-343</i> )    |
| 3  | Remove and replace (in-kind) 1 each of door & frame, wood, HC, 3068, laminated.- ( <i>Site Inspection Photo 11-344</i> )                   |
| <b>{04-034} Third Floor Room B304 (22 FT x 22 FT):</b>                 |  |
| 1  | Remove and replace (in-kind) 16 SF of ceiling, 5/8 IN thick drywall.- ( <i>Photo Sheet #34</i> )   |
| 2  | Remove and replace (in-kind) 7 each of ceiling, 2 FT x 2 FT acoustic tile.- ( <i>Site Inspection Photo 11-328</i> )                        |
| <b>{04-035} Third Floor Room B307 (4 FT x 4 FT):</b>                   |  |
| 1  | Remove and replace (in-kind) 1 each of door & frame, wood, SC, 3068, w/15 IN x 15 IN louvered vent.- ( <i>Site Inspection Photo 2368</i> ) |
| <b>{04-036} Third Floor Room B310 (8 FT x 8 FT):</b>                   |  |
| 1  | Remove and replace (in-kind) 1 each of door & frame, wood, SC, 3068, w/15 IN x 15 IN louvered vent.- ( <i>Photo Sheet #35</i> )            |
| <b>{04-037} Third Floor Room B314 (4 FT x 4 FT):</b>                   |  |
| 1  | Repair (in-kind) 16 SF of ceiling, 1/4 IN thick plaster.- ( <i>Site Inspection Photos 11-351</i> )   |
| 2  | Repair (in-kind) 50 SF of wall, 1/4 IN thick plaster.- ( <i>Site Inspection Photos 11-351, 11-353</i> )                                    |
| <b>{04-038} Third Floor Elevator Lobby, Room B315 (55 FT x 55 FT):</b> |  |
| 1  | Remove and replace (in-kind) 2 each of light fixture, ceiling hanging lamps.- ( <i>Site Inspection Photo 11-356</i> )                      |
| <b>{05-039} Second Floor Room 200A (29 FT x 29 FT):</b>                |  |
| 1  | Remove and replace (in-kind) 1 each of door & frame, wood, SC, 3080, single door.- ( <i>Site Inspection Photos 577, 578</i> )              |
| <b>{05-040} Second Floor Room 201 (12 FT x 12 FT):</b>                 |  |
| 1  | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile.- ( <i>Site Inspection Photos 590, 593</i> )                     |
| 2  | Remove and replace (in-kind) 1 each of light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube.- ( <i>Site Inspection Photo 593</i> )    |
| <b>{05-041} Second Floor Room 203 (11 FT x 11 FT):</b>                 |  |
| 1  | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile.- ( <i>Site Inspection Photos 597</i> )                          |
| 2  | Remove and replace (in-kind) 60 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN.- ( <i>Site Inspection Photo 599</i> )           |
| <b>{05-042} Second Floor Room 204 (11 FT x 11 FT):</b>                 |  |
| 1  | Remove and replace (in-kind) 6 each of ceiling, 2 FT x 2 FT acoustic tile.- ( <i>Site Inspection Photos 601, 607</i> )                     |
| 2  | Repair (in-kind) 2 SF of wall, 1/4 IN thick plaster.- ( <i>Site Inspection Photo 603</i> )   |
| <b>{05-043} Second Floor Room 206 (10 FT x 10 FT):</b>                 |  |
| 1  | Remove and replace (in-kind) 1 each of light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube.- ( <i>Site Inspection Photo 621</i> )    |
| 2  | Remove and replace (in-kind) 25 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN.- ( <i>Site Inspection Photo 623</i> )           |
| <b>{05-044} Second Floor Office Hallway (10 FT x 15 FT):</b>           |  |
| 1  | Remove and replace (in-kind) 4 each of ceiling, 2 FT x 2 FT acoustic tile.- ( <i>Site Inspections Photos 625, 626</i> )                    |

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| <b>{05-045} Second Floor Room 210 (26 FT x 26 FT):</b>  |  |
| 1   | Remove and replace (in-kind) 9 each of ceiling, 2 FT x 2 FT acoustic tile.-<br>(Site Inspection Photos 11/181, 183, 184, 186, 188) |
| 2   | Remove and replace (in-kind) 32 SF of ceiling, 5/8 IN thick drywall.-<br>(Site Inspection Photo 11-170)                            |
| <b>{05-046} Second Floor Room 210C (13 FT x 13 FT):</b> |  |
| 1   | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile.-<br>(Site Inspection Photo 11-160)                      |
| 2   | Remove and replace (in-kind) 1 each of door & frame, wood, HC, 3068.-<br>(Site Inspection Photo 11-161)                            |
| <b>{05-047} Second Floor Room 211 (12 FT x 12 FT):</b>  |  |
| 1   | Remove and replace (in-kind) 10 SF of ceiling, 5/8 IN thick drywall.-<br>(Site Inspection Photo 11-206, 11-207)                    |
| 2   | Remove and replace (in-kind) 2 each of door & frame, wood, HC, single door,<br>3068.- (Site Inspection Photo 11-194)               |
| 3   | Remove and replace (in-kind) floor, wall base, wood, 15 LF long.<br>- (Site Inspection Photos 11-210, 11-211, 11-212)              |
| <b>{05-048} Second Floor Room 212 (11 FT x 11 FT):</b>  |  |
| 1   | Remove and replace (in-kind) 3 each of ceiling, 2 IN x 2 IN acoustic tile.-<br>(Site Inspection Photos 11-099, 11-101)             |
| 2   | Remove and replace (in-kind) 4 SF of wall, 5/8 IN thick drywall.-<br>(Site Inspection Photos 11-097, 11-098)                       |
| <b>{05-049} Second Floor Room 213 (13 FT x 13 FT):</b>  |  |
| 1   | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 4 FT acoustic tile.-<br>(Site Inspection Photo 11-084)                      |
| <b>{05-050} Second Floor Room 217 (9 FT x 9 FT):</b>    |  |
| 1   | Remove and replace (in-kind) 3 SF of wall, 5/8 IN thick drywall.-<br>(Site Inspection Photo 11-601, 11-063)                        |
| <b>{05-051} Second Floor Room 219 (11 FT x 11 FT):</b>  |  |
| 1   | Remove and replace (in-kind) 3 each of ceiling, 2 FT x 2 FT acoustic tile.-<br>(Site Inspection Photos 11-049, 11-053)             |
| <b>{05-052} Second Floor Room 222 (20 FT x 90 FT):</b>  |  |
| 1   | Remove and replace (in-kind) 20 SF of ceiling, 5/8 IN thick drywall.-<br>(Site Inspection Photo 11-165)                            |
| <b>{05-053} Second Floor Room 224 (12 FT x 12 FT):</b>  |  |
| 1   | Remove and replace (in-kind) 38 SF of wall, wood studs, 3-1/2 IN.-<br>(Site Inspection Photo 11-112)                               |
| 2   | Remove and replace (in-kind) 38 SF of wall, 5/8 IN thick drywall.-<br>(Site Inspection Photo 11-112)                               |
| 3   | Remove and replace (in-kind) 38 SF of wall, ceramic tile 4 IN x 4 IN.-<br>(Site Inspection Photo 11-112)                           |
| <b>{05-054} Second Floor Room 2B (10 FT x 15 FT):</b>   |  |
| 1   | Remove and replace (in-kind) 150 SF of ceiling, 2 FT x 2 FT acoustic tile.- (Site<br>Inspection Photos 548, 549)                   |
| 2   | Remove and replace (in-kind) 150 SF of ceiling, suspended metal grid.-<br>(Site Inspection Photos 548, 549)                        |
| <b>{05-055} Second Floor Room 2C (5 FT x 6 FT):</b>     |  |
| 1   | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile. –<br>(Site Inspection Photo 562)                        |
| 2   | Remove and replace (in-kind) 1 each of door & frame, wood, SC, double door,<br>6068. – (Site Inspection Photo 559)                 |

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| 3   | Remove and replace (in-kind) 30 SF of floor, VCT, 12 IN x 12 IN. –<br>(Site Inspection Photo 560)  |
| <b>{05-056} Second Floor Room 231 (12 FT x 12 FT):</b>    |  |
| 1   | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile. –<br>(Site Inspection Photo 541)  |
| 2   | Remove and replace (in-kind) 20 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – (Site Inspection Photo 540)                                       |
| <b>{05-057} Second Floor Room 233 (12 FT x 12 FT):</b>    |  |
| 1   | Remove and replace (in-kind) 10 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – (Site Inspection Photo 528)                                       |
| <b>{05-058} Second Floor Room 234 (12 FT x 12 FT):</b>    |  |
| 1   | Remove and replace (in-kind) 1 each of ceiling, 2 FT x 2 FT acoustic tile. –<br>(Site Inspection Photo 536)  |
| 2   | Remove and replace (in-kind) 40 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – (Site Inspection Photo 538)                                       |
| <b>{05-059} Second Floor Room 239 (12 FT x 12 FT):</b>    |  |
| 1   | Remove and replace (in-kind) 1 each of ceiling, 2 FT x 2 FT acoustic tile. –<br>(Site Inspection Photo 495)  |
| 2   | Remove and replace (in-kind) 6 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – (Site Inspection Photo 497)  |
| <b>{05-060} Second Floor Room 242 (12 FT x 12 FT):</b>    |  |
| 1   | Remove and replace (in-kind) 1 each of ceiling, 2 FT x 2 FT acoustic tile. –<br>(Site Inspection Photo 481)  |
| <b>{05-061} Second Floor Room 244 (10 FT x 10 FT):</b>    |  |
| 1   | Remove and replace (in-kind) 5 each of ceiling, 2 FT x 2 FT acoustic tile. –<br>(Site Inspection Photo 469)  |
| 2   | Remove and replace (in-kind) 1 each of light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube. – (Site Inspection Photo 470)                                |
| 3   | Remove and replace (in-kind) 50 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – (Site Inspection Photo 471)                                       |
| 4   | Remove and replace (in-kind) 1 each of door & frame, wood, HC, single door 2868. – (Site Inspection Photos 459, 463)   |
| <b>{05-062} Second Floor Room 246 (10 FT x 10 FT):</b>    |  |
| 1   | Remove and replace (in-kind) 3 each of ceiling, 2 FT x 2 FT acoustic tile. –<br>(Site Inspection Photos 452, 456, 457)   |
| 2   | Remove and replace (in-kind) 1 each of light fixture, fluorescent, recessed, 2 IN x 4 IN, 4 tube. – (Site Inspection Photo 452)                                |
| 3   | Repair (in-kind) 3 SF of wall, 1/4 IN thick plaster. – (Site Inspection Photos 453, 454)   |
| 4   | Remove and replace (in-kind) 100 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – (Site Inspection Photos 451, 466)                                |
| <b>{05-063} Second Floor Room B200 (100 FT x 130 FT):</b> |  |
| 1   | Remove and replace (in-kind) 54 each of ceiling, 2 FT x 2 FT acoustic tile. – (Photo Sheet #36)  |
| 2   | Remove and replace (in-kind) 1 each of light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube. – (Site Inspection Photo 496)                                |
| 3   | Remove and replace (in-kind) 1 each of door & frame, wood, HC, double, 6076, w/1950 light, w/6 FT 1-1/2 IN pole handle stained. – (Site Inspection Photo 2353) |
| 4   | Remove and replace (in-kind) 4,728 SF of shelving, metal, baked enamel, anchored 2 FT x 2,364 LF. – (Site Inspection Photo 2949)                               |
| 5   | Remove and replace (in-kind) 874 SF of shelving, custom ends, mahogany wood components, 5/4 IN, stained, from item above. – (Site Inspection Photo 2949)       |



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| 6   | Remove and replace (in-kind) 13,000 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – (Site Inspection Photo 2949)                  |
| 7   | Remove and replace (in-kind) floor, wall base, wood, 536 LF long. – (Site Inspection Photo 2949)   |
| <b>{05-064} Second Floor Room B201 &amp; B202 (20 FT x 20 FT) + (20 FT x 20 FT) = 800 SF:</b> |  |
| 1   | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile. – (Site Inspection Photo 11-422)                                    |
| <b>{05-065} Second Floor Room B205 (10 FT x 16 FT):</b>                                       |  |
| 1   | Remove and replace (in-kind) 2 each of window, glass, 2 FT x 5 FT. – (Photo Sheet #38)   |
| <b>{05-066} Second Floor Room B222 (20 FT x 45 FT):</b>                                       |  |
| 1   | Remove and replace (in-kind) 1 each of ceiling, 2 FT x 2 FT acoustic tile. – (Site Inspection Photo 11-433)                                    |
| 2   | Remove and replace (in-kind) 10 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – (Site Inspection Photo 11-434)                    |
| <b>{05-067} Second Floor Room B223 (5 FT x 10 FT):</b>  |  |
| 1   | Remove and replace (in-kind) 4 each of ceiling, 2 FT x 2 FT acoustic tile. – (Site Inspection Photo 11-453)                                    |
| <b>{05-068} Second Floor Room B224 (5 FT x 11 FT):</b>  |  |
| 1   | Remove and replace (in-kind) 1 each of ceiling, 2 FT x 2 FT acoustic tile. – (Site Inspection Photo 11-450)                                    |
| <b>{05-069} Second Floor Room B225 (13 FT x 13 FT):</b>                                       |  |
| 1   | Remove and replace (in-kind) 6 each of ceiling, 2 FT x 2 FT acoustic tile. – (Site Inspection Photos 11-443, 11-445)                           |
| <b>{05-070} Second Floor Room B234 (10 FT x 13 FT):</b>                                       |  |
| 1   | Remove and replace (in-kind) 20 each of ceiling, 2 FT x 2 FT acoustic tile. – (Site Inspection Photos 11-512, 11-514, 11-516)                  |
| 2   | Repair (in-kind) 230 SF of wall, 1/4 IN thick plaster. – (Photo Sheet #39)   |
| 3   | Remove and replace (in-kind) 1 each of door & frame, wood, HC, 3068, stained, w/5 IN x 11 IN, glazing. – (Site Inspection Photos 11-525)       |
| 4   | Remove and replace (in-kind) 130 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – (Site Inspection Photo 11-525)                   |
| <b>{05-071} Second Floor Vestibule, Room B240 (29 FT x 29 FT) :</b>                           |  |
| 1   | Repair (in-kind) 40 SF of wall, 1/4 IN thick plaster. – (Site Inspection Photos 11-373, 11-374)  |
| <b>{06-073} First Floor Room 120 (11 FT x 11 FT):</b>   |  |
| 1   | Remove and replace (in-kind) 6 each of ceiling, 2 FT x 2 FT acoustic tile. – (Site Inspection Photos 737, 739, 742)                            |
| <b>{06-074} First Floor Conference Room 109 (15 FT x 15 FT) :</b>                             |  |
| 1   | Remove and replace (in-kind) 225 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – (Photo Sheet #69; Applicant Supplied Photo 2959) |
| <b>{06-075} First Floor Sala de Reuniones, Room 121 (11 FT x 11 FT) :</b>                     |  |
| 1   | Remove and replace (in-kind) 3 each of ceiling, 2 FT x 2 FT acoustic tile. – (Site Inspection Photo 902)                                       |
| 2   | Remove and replace (in-kind) 121 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – (Photo Sheet #70)                                |
| <b>{06-076} First Floor Interview Room 122 (9 FT x 9 FT):</b>                                 |  |
| 1   | Remove and replace (in-kind) 1 each of ceiling, 2 FT x 2 FT acoustic tile. – (Site Inspection Photo 890)                                       |
| 2   | Repair (in-kind) 6 SF of wall, 1/4 IN thick plaster. – (Site Inspection Photo 882)   |

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| <b>{06-077} First Floor Interview Room 123 (9 FT x 9 FT):</b>            |  |
| 1  | Repair (in-kind) 3 SF of wall, 1/4 IN thick plaster. – <i>(Site Inspection Photo 875)</i>  |
| <b>{06-078} First Floor Interview Room 124 (9 FT x 9 FT):</b>            |  |
| 1  | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile. – <i>(Site Inspection Photo 855)</i>                        |
| <b>{06-079} First Floor Men's Room 125 (10 FT x 10 FT) :</b>             |  |
| 1  | Remove and replace (in-kind) 5 each of ceiling, 2 FT x 2 FT acoustic tile. – <i>(Site Inspection Photos 846, 848)</i>                  |
| <b>{06-080} First Floor Room 128 Professor's Office (10 FT x 10 FT):</b> |  |
| 1  | Remove and replace (in-kind) 3 SF of wall, 5/8 IN thick drywall. – <i>(Site Inspection Photos - 841, 842)</i>                          |
| 2  | Remove and replace (in-kind) 50 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – <i>(Site Inspection Photo 840)</i>        |
| <b>{06-081} First Floor Room 129 Professor's Office (10 FT x 10 FT):</b> |  |
| 1  | Remove and replace (in-kind) 1 each of ceiling, 2 FT x 2 FT acoustic tile. – <i>(Site Inspection Photo 832)</i>                        |
| 2  | Remove and replace (in-kind) 30 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – <i>(Site Inspection Photo 834, 838)</i>   |
| <b>{06-083} First Floor Room 130 Professor's Office (10 FT x 10 FT):</b> |  |
| 1  | Remove and replace (in-kind) 5 each of ceiling, 2 FT x 2 FT acoustic tile. – <i>(Site Inspection Photos 814, 815)</i>                  |
| 2  | Remove and replace (in-kind) 12 SF of wall, 5/8 IN thick drywall. – <i>(Site Inspection Photos 821, 822, 823)</i>                      |
| 3  | Remove and replace (in-kind) 100 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – <i>(Site Inspection Photo 819)</i>       |
| <b>{06-084} First Floor Director's Office Room 132 (10 FT x 12 FT):</b>  |  |
| 1  | Repair (in-kind) 6 SF of wall, 1/4 IN thick plaster. – <i>(Site Inspection Photo – 806)</i>  |
| <b>{06-085} First Floor Professor's Office Room 133 (10 FT x 10 FT):</b> |  |
| 1  | Remove and replace (in-kind) 15 each of ceiling, 2 FT x 2 FT acoustic tile. – <i>(Site Inspection Photos 767, 768, 769, 778, 779)</i>  |
| 2  | Remove and replace (in-kind) 10 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – <i>(Site Inspection Photo 772)</i>        |
| <b>{06-086} First Floor Professor's Office Room 134 (10 FT x 12 FT):</b> |  |
| 1  | Remove and replace (in-kind) 10 each of ceiling, 2 FT x 2 FT acoustic tile. – <i>(Site Inspection Photos 747, 749)</i>                 |
| 2  | Remove and replace (in-kind) 40 SF of wall, 1/8 IN thick drywall. – <i>(Site Inspection Photos 752, 753)</i>                           |
| 3  | Remove and replace (in-kind) 1 each of light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube. – <i>(Site Inspection Photo 748)</i> |
| 4  | Remove and replace (in-kind) 10 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – <i>(Site Inspection Photos 754, 762)</i>  |
| <b>{06-087} First Floor Professor's Office Room 135 (10 FT x 10 FT):</b> |  |
| 1  | Remove and replace (in-kind) 10 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – <i>(Site Inspection Photos 798, 799)</i>  |
| <b>{06-088} First Floor Employees Breakroom 136 (10 FT x 10 FT):</b>     |  |
| 1  | Remove and replace (in-kind) 1 each of window, glass, 2 FT x 5 FT. – <i>(Photo Sheet #66)</i>  |
| <b>{06-089} First Floor Vestibule Room B100 (35 FT x 35 FT):</b>         |  |
| 1  | Remove and replace (in-kind) 1,225 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – <i>(Photo Sheet #68)</i>               |
| <b>{06-090} First Floor Lobby Room B101 (30 FT x 30 FT):</b>             |  |

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| 1  | Remove and replace (in-kind) 900 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – <i>(Photo Sheet #67)</i>  |
| <b>{06-091} First Floor Room B112 (14 FT x 14 FT):</b>   |   |
| 1  | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile. – <i>(Site Inspection Photos 11-571)</i>   |
| <b>{06-092} First Floor Room B138 (9 FT x 9 FT):</b>     |   |
| 1  | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile. – <i>(Site Inspection Photos 11-628, 11-634)</i>   |
| <b>{06-093} First Floor Room B143 (23 FT x 23 FT):</b>   |   |
| 1  | Remove and replace (in-kind) 3 each of ceiling, 2 FT x 2 FT acoustic tile. – <i>(Site Inspection Photo 11- 637)</i>   |
| <b>{06-094} First Floor Room B146 (21 FT x 21 FT):</b>   |   |
| 1  | Remove and replace (in-kind) 3 each of ceiling, 2 FT x 2 FT acoustic tile. – <i>(Site Inspection Photos 11-668, 11-672)</i>   |
| <b>{06-095} First Floor Room B147 (32 FT x 32 FT):</b>   |   |
| 1  | Remove and replace (in-kind) 1 each of ceiling, 2 FT x 2 FT acoustic tile. – <i>(Site Inspection Photo 11-646)</i>  |
| 2  | Remove and replace (in-kind) 64 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – <i>(Site Inspection Photo 11-649)</i>  |
| <b>{06-096} First Floor Room B147A (3 FT x 3 FT):</b>    |   |
| 1  | Remove and replace (in-kind) 9 SF of ceiling, 5/8 IN thick drywall. – <i>(Site Inspection Photo 652)</i>  |
| <b>{06-097} First Floor Room B155 (30 FT x 30 FT):</b>   |   |
| 1  | Remove and replace (in-kind) 34 each of ceiling, 2 FT x 2 FT acoustic tile, suspended. – <i>(Site Inspection Photos 11-676, 11-678, 11-679, 11-681, 11-684)</i>   |
| 2  | Remove and replace (in-kind) 20 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – <i>(Site Inspection Photo 11-682)</i>  |
| <b>{06-098} First Floor Room B174 (157 FT x 157 FT):</b> |   |
| 1  | Remove and replace (in-kind) 75 each of ceiling, 2x2 acoustic tile, suspended. – <i>(Photo Sheet #42, Site Inspection Photos 11-574, 11-576, 11-581, 11-587, 11-597, 11-599, 11-600, 11-603, 11-609, 11-611, 11-612)</i>              |
| 2  | Repair (in-kind) 22 SF of ceiling, plaster, 1/4 IN. – <i>(Photo Sheet #43, Site Inspection Photos 11-605, 11-607, 11-608, 11-622, 11-705)</i>   |
| 3  | Remove and replace (in-kind) 3 each of light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube. – <i>(Photo Sheet #44, Site Inspection Photo 11-580)</i>  |
| 4  | Remove and replace (in-kind) 2 each of door & frame, wood, HC, 3068. – <i>(Photo Sheet #47)</i>   |
| 5  | Remove and replace (in-kind) 24,649 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – <i>(Photo Sheet #45, #46, Site Inspection Photos 11- 690, 11-691, 11-692, 11-693, 11-695, 11-696, 11-697)</i>                        |
| 6  | Remove and replace (in-kind) floor, wall base, wood, 626 LF long. – <i>(Photo Sheet #50)</i>  |
| 7  | Remove and replace (in-kind) 6,425 SF of shelving, metal, baked enamel, anchored 2 FT x 3,213 LF. – <i>(Photo Sheet #46, Site Inspection Photos 11-690, 11-691, 11-692, 11-693, 11-695, 11-696, 11-697)</i>                           |
| 8  | Remove and replace (in-kind) 1,102 SF of shelving, custom ends, mahogany wood components, 5/4 IN, stained, from item above. – <i>(Photo Sheet #46, Site Inspection Photos 11-690, 11-691, 11-692, 11-693, 11-695, 11-696, 11-697)</i> |
| <b>{06-099} First Floor Room B181 (9 FT x 9 FT):</b>     |   |
| 1  | Remove and replace (in-kind) 1 each of door & frame, wood, SC, 3068, stained. – <i>(Photo Sheet #35, Site Inspection Photo 11-714)</i>  |

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| <b>{06-100} First Floor Hallway for Classroom L01:</b>                |  |
| 1   | Remove and replace (in-kind) 1 each of door & frame, wood, SC, 3068, stained. – (Photo Sheet #47, Site Inspection Photo 643, 2912)                             |
| 2   | Remove and replace (in-kind) 210 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – (Photo Sheet #49, Site Inspection Photo 2912)                    |
| <b>{06-101} First Floor Room L01 (59 FT x 59 FT):</b>                 |  |
| 2   | Remove and replace (in-kind) 1 each of door & frame, wood, SC, 3068. – (Site Inspection Photo 643)   |
| 3   | Remove and replace (in-kind) 950 SF of floor, carpet tile, commercial grade, 18 IN x 18 IN. – (Photo Sheet #49, Site Inspection Photos 661, 662, 663, 664)     |
| 4   | Remove and replace (in-kind) floor, wall base, wood, 91 LF long. – (Photo Sheet #50, Site Inspection Photos 659, 662, 663)                                     |
| <b>{06-102} First Floor Hallway for L02 Classroom (6 FT x 72 FT):</b> |  |
| 1   | Remove and replace (in-kind) 15 SF of ceiling, 5/8 IN thick drywall.- (Photo Sheet #51, Site Inspection Photos 694, 705, 706, 707, 708)                        |
| 2   | Repair (in-kind) 5 SF of wall, 1/4 IN thick plaster - (Site Inspection Photos 705, 706, 708)   |
| <b>{06-103} First Floor Theater Room L02 (44 FT x 44 FT):</b>         |  |
| 1   | Repair (in-kind) 10 SF of wall, 1/4 IN thick plaster.- (Site Inspection Photos 687, 688)   |
| <b>{06-104} First Floor Room L04 (28 FT x 28 FT):</b>                 |  |
| 1   | Remove and replace (in-kind) 10 SF of soffit, 5/8 IN thick drywall.- (Site Inspection Photo 719)   |
| 2   | Remove and replace (in-kind) 1 each of door & frame, wood, SC, 3068.- (Site Inspection Photo 716)  |
| <b>{06-105} First Floor Room L05 (26 FT x 36 FT):</b>                 |  |
| 1   | Remove and replace (in-kind) 2 each of ceiling, 2 FT x 2 FT acoustic tile.- (Site Inspection Photo 725)  |
| 2   | Remove and replace (in-kind) 1 each of light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube.- (Site Inspection Photo 724)                                 |
| <b>{06-106} First Floor Room L06 (20 FT x 37 FT):</b>                 |  |
| 1   | Remove and replace (in-kind) 30 SF of ceiling, 5/8 IN thick drywall.- (Site Inspection Photos 734, 735)  |
| <b>{06-107} First Floor Room L07 &amp; L08 (55 FT x 60 FT):</b>       |  |
| 1   | Remove and replace (in-kind) 5 each of ceiling, 2 FT x 2 FT acoustic tile.- (Site Inspection Photos 944, 945, 946)   |
| 2   | Remove and replace (in-kind) 40 SF of wall, 5/8 IN thick drywall.- (Photo Sheet #52, Site Inspection Photos 941, 942, 943)                                     |
| <b>{06-108} First Floor Room L09 (25 FT x 25 FT):</b>                 |  |
| 1   | Remove and replace (in-kind) 12 SF of wall, 5/8 IN thick drywall.  |
| <b>Hazard Mitigation Proposal (HMP) Scope of Work:</b>                |  |
| <b>Roof Mitigation (Replacement)</b>                                  |  |
| A.1   | Remove and replace existing system with an SBS modified bituminous membrane system; <b>total of 80,191 sf.</b> Includes flashing; <b>total of 3,004 lf.</b>    |
| <b>Window Mitigation (Replacement)</b>                                |  |
| B.1   | Windows, aluminum (presumed) frame /glass (presumed projected-type), 24" x 60"; <b>total of 2 units (20 sf).</b>   |
| Note  | The sub-applicant is responsible for making sure the new replacement impact resistant windows/doors are "in-kind", and that they match all physical and visual |

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|                                      | aspects of the original ones, including design, color, and hardware, as to not alter the physical and visual aspects of the original windows/doors as determined by EHP requirements. "In-kind" shall mean of the same or similar material, and the result shall match all physical and visual aspects, including form, color, and workmanship.  |
| <b>Door Mitigation (Replacement)</b> |  |
| C.1                                  | Exterior doors, hollow metal, double set, & frame, 72" x 96"; <b>total of 1 unit (48 sf).</b>  |
| C.2                                  | Exterior doors, aluminum, double set, with 2' x 1' bottom louver, 72" x 96"; <b>total of 1 unit (48 sf).</b>   |
| Note                                 | The sub-applicant is responsible for making sure the new replacement impact resistant windows/doors are "in-kind", and that they match all physical and visual aspects of the original ones, including design, color, and hardware, as to not alter the physical and visual aspects of the original windows/doors as determined by EHP requirements. "In-kind" shall mean of the same or similar material, and the result shall match all physical and visual aspects, including form, color, and workmanship. |
| <b>Exterior Paint: (Replacement)</b> |  |
| D.1                                  | Apply waterproof sealer for exterior concrete masonry units (CMU), includes primer and two coats; <b>total of 36,048 sf.</b>   |
| <b>Electrical: (Supplementary)</b>   |  |
| E.1                                  | For damaged electric power systems, and electrical and/or electromechanical equipment, hardware, provisions and installations, to guard against potential power failure/fluctuation damages; install surge suppressor system per the Repetitive HMP.   |

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| <b>BUILDING 039 Museo_158645</b>                             |   |
| <b>PA Works:</b>   |   |
| <b>{00-001} General (10 FT x 905 FT) + (10 FT x 125 FT):</b> |   |
|  | <ul style="list-style-type: none"> <li>A. Prep and paint 10,300 SF of building exterior painted surfaces.</li> <li>B. Prep and paint 212 SF of stucco wall/soffit/overhang face/planters, 10 locations.</li> <li>C. Repair (in-kind) 50 SF of exterior wall, concrete.</li> <li>D. Remove and replace (in-kind) 2 each of window, glass jalousie, ALU frame, 3 FT x 4 FT.</li> <li>E. Remove and replace (in-kind) 4 each of light, metal halide lamp, wall mount, 400W.</li> <li>F. Remove and replace (in-kind) conduit, 1 IN, 85 LF long.</li> <li>G. Remove and replace (in-kind) 12 SF of exterior sunscreen, concrete.</li> </ul> |
| <b>{00-001} Mechanical:</b>                                  |   |
|  | <ul style="list-style-type: none"> <li>A. Remove and replace (in-kind) 1 each of Carrier A/C, 20 tons, Serial # 4317P16896.</li> <li>B. Remove and replace (in-kind) 1 each of York R -410A A/C, 15 tons.</li> </ul>  |
| <b>{00-002} Roofing System:</b>                              |   |
|  | <ul style="list-style-type: none"> <li>A. Remove and replace (in-kind) 4,000 SF of modified bitumen roof with granular surface, 1 ply.</li> <li>B. Remove and replace (in-kind) 1 each of drains, 4 IN.</li> <li>C. Remove and replace (in-kind) roof flashing, 4 IN x 6 IN, 10 LF long.</li> <li>D. Remove and replace (in-kind) 4 each of pipe seal, EPDM.</li> </ul>   |
| <b>{00-003} Interior:</b>                                    |   |
|  | <ul style="list-style-type: none"> <li>A. Prep and paint 30,900 SF of building interior painted surfaces.</li> </ul>  |



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| <b>{02-004} First Floor Room 100 Courtyard (60 FT x 63 FT):</b>                |  |
|  | A. Remove and replace (in-kind) 4 each of light, LED, 8 FT track.<br>B. Remove and replace (in-kind) 3 each of light, LED, 12 IN DIA, Art Deco custom, match precisely.  |
| <b>{02-005} First Floor Room 101 East Gallery (16 FT x 60 FT):</b>             |  |
|  | A. Repair (in-kind) 20 SF of ceiling, 1/4 IN thick plaster (spalling).<br>B. Remove and replace (in-kind) 3 each of light, LED, 8 FT track.  |
| <b>{02-006} First Floor Room 102 West Gallery (30 FT x 30 FT):</b>             |  |
|  | A. Repair (in-kind) 200 SF of ceiling, 1/4 IN thick plaster (spalling).<br>B. Remove and replace (in-kind) 1 each of light, LED, 8 FT track.   |
| <b>{02-007} First Floor Room 103 Shop (15 FT x 24 FT):</b>                     |  |
|  | A. Repair (in-kind) 260 SF of ceiling, 1/4 IN thick plaster (spalling).<br>B. Remove and replace (in-kind) 2 each of light, LED, 12 IN x 12 IN.<br>C. Remove and replace (in-kind) 8 each of light, 1 FT x 4 FT, fluorescent, 2 tube, surface mount.   |
| <b>{02-009} First Floor Room 105A Men's Restroom (11 FT x 11 FT):</b>          |  |
|  | A. Remove and replace (in-kind) 32 SF of ceiling, 5/8 IN drywall.  |
| <b>{02-010} First Floor Room 105B Women's Restroom (11 FT x 11 FT):</b>        |  |
|  | A. Remove and replace (in-kind) 11 each of ceiling, 2 FT x 2 FT acoustic tile.   |
| <b>{02-012} First Floor Room 107 Exhibition Hall (30 FT x 60 FT):</b>          |  |
|  | A. Remove and replace (in-kind) 10 SF of ceiling, 5/8 IN drywall.  |
| <b>{02-015} First Floor Room 113 Secretarial (8 FT x 14 FT):</b>               |  |
|  | A. Remove and replace (in-kind) 1 each of ceiling, 2 FT x 2 FT acoustic tile.  |
| <b>Hazard Mitigation Proposal (HMP) Scope of Work:</b>                         |  |
| <b>Roof Mitigation (Replacement)</b>   |  |
| A.1  | For damaged roof waterproofing/protection system, to provide better resistance to detachment/breaching/blistering of the roofing membrane:<br>Remove and replace existing system with an SBS modified bituminous membrane system; <b>total of 4,000 sf.</b> Includes flashing; <b>total of 300 lf.</b>   |
| <b>Exterior Paint (Replacement)</b>  |  |
| B.1  | For damaged exterior paint, to provide protection against wind-driven rain (water intrusion):<br>Apply waterproof sealer for exterior concrete masonry units (CMU), includes primer and two coats; <b>total of 10,300 sf.</b>  |
| <b>Window Mitigation (Replacement)</b>   |  |
| For damaged windows, replace items with stronger units per the Repetitive HMP: |  |
| C.1  | Windows, aluminum frame/glass jalousie, 36" x 48"; <b>total of 2 units (24 sf).</b>  |
|  | Note:<br>1. The sub-applicant is responsible for making sure the new replacement impact resistant windows/doors are "in-kind", and that they match all physical and visual aspects of the original ones, including design, color, and hardware, as to not alter the physical and visual aspects of the original windows/doors as determined by EHP requirements. "In-kind" shall mean of the same or similar material, and the result shall match all physical and visual aspects, including form, color, and workmanship. |
| <b>Exterior Light Fixtures (Replacement)</b>                                   |  |
| D.1  | For damaged exterior light fixtures, to provide protection against hurricane force winds, wind-driven rain and/or wind-blown debris, replace items with stronger units per the Repetitive HMP; <b>total of 4 units.</b>  |
| <b>Electrical (Supplementary):</b>   |  |
| E.1  | For damaged electric power systems, and electrical and/or electromechanical equipment, hardware, provisions and installations, to guard against  |

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|  | potential power failure/fluctuation damages; install surge suppressor system per the Repetitive HMP. |
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| <b>BUILDING 044 Biblioteca José M. Lázaro_265154</b>                           |   |
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| <b>PA Works:</b>   |   |
| <b>{00-001} General Exterior:</b>  |   |
|  | A. Prep and paint 78,500 SF of Building Exterior painted surfaces.<br>B. Remove and replace (in-kind) 60 SF of cladding, cement board, NE corner.<br>C. Remove and replace (in-kind) 5 each of window, fixed, aluminum frame, glazing, 2 ft x 8 ft.<br>D. Remove and replace (in-kind) 1 each of window, fixed, aluminum frame, 3 ft x 3 ft.<br>E. Remove and replace (in-kind) 5 each of window, jalousie, aluminum 2 ft x 5 ft. |
| <b>{00-003} General Interior:</b>  |   |
|  | A. Prep and paint 235,500 SF of Building Interior painted surfaces.   |
| <b>{01-004} Room 802 Corridor (3 FT x 7 FT):</b>                               |   |
|  | A. Repair (in-kind) 10 SF of ceiling, 1/4 IN plaster.   |
| <b>{01-005} Room 701 (12 FT x 25 FT):</b>                                      |   |
|  | A. Repair (in-kind) 10 SF of ceiling, 1/4 IN plaster.   |
| <b>{01-006} Room 702 (10 FT x 22 FT):</b>                                      |   |
|  | A. Repair (in-kind) 5 SF of ceiling concrete delamination and spall.  |
| <b>{01-007} Sixth Floor Catalog Area Rooms 603 &amp; 603A (50 FT x 74 FT):</b> |   |
|  | A. Repair (in-kind) 200 SF of ceiling, concrete surface popcorn finish.   |
| <b>{01-008} Sixth Floor Book Deposit Room 616 (25 FT x 30 FT):</b>             |   |
|  | A. Repair (in-kind) 20 SF of ceiling, concrete surface popcorn finish.  |
| <b>{01-009} Sixth Floor Administration Office Room 620 (8 FT x 11 FT):</b>     |   |
|  | A. Repair (in-kind) 30 SF of ceiling, concrete surface popcorn finish.  |
| <b>{02-015} Fifth Floor Broken Book Cage Area 511 (40 FT x 80 FT):</b>         |   |
|  | A. Repair (in-kind) 200 SF of ceiling, concrete surface popcorn finish.<br>B. Repair (in-kind) 100 SF of wall, 1/4 IN plaster, 10 FT x 10 FT.   |
| <b>{03-020} Fourth Floor Shelf Area 417 (72 FT x 140 FT):</b>                  |   |
|  | A. Remove and replace (in-kind) window, fixed, aluminum frame, dry sealant, 2 EA x 4 FT x 10 FT, 56 LF long.  |
| <b>{04-030} Third Floor Multipurpose 300A (20 FT x 35 FT):</b>                 |   |
|  | A. Remove and replace (in-kind) base, 4 IN vinyl, 14 LF long.<br>B. Remove and replace (in-kind) 42 each of floor, VCT, 9 IN x 9 IN.  |
| <b>{04-031} Third Floor Computer Laboratory 314 (20 FT x 25 FT):</b>           |   |
|  | A. Remove and replace (in-kind) 50 each of floor, VCT 9 IN x 9 IN.  |
| <b>{04-032} Third Floor Production Office 316 (11 FT x 16 FT):</b>             |   |
|  | A. Remove and replace (in-kind) 20 each of ceiling, 2 FT x 2 FT acoustic tile.<br>B. Remove and replace (in-kind) 80 SF of HVAC SS duct fiberglass insulation, 5 FT x 16 FT.  |
| <b>{04-033} Third Floor Computer Laboratory 317 (20 FT x 30 FT):</b>           |   |
|  | A. Remove and replace (in-kind) 1 each of ceiling, air diffuser, 2 FT x 2 FT.   |
| <b>{04-034} Third Floor Shelf Area Room 333 (74 FT x 152 FT):</b>              |   |
|  | A. Repair (in-kind) 1,000 SF of ceiling, concrete surface popcorn finish.<br>B. Repair (in-kind) 100 SF of wall, 1/4 IN plaster, 10 FT x 10 FT.   |
| <b>{05-040} Second Floor Group Study Room 202 (10 FT x 11 FT):</b>             |   |
|  | A. Remove and replace (in-kind) 4 each of ceiling, 2 FT x 4 FT acoustic tile.   |

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|  | B. Remove and replace (in-kind) 420 SF of wall, mahogany board stain finish blemish, 10 FT x 42 FT.<br>C. Clean and polish 110 SF of floor, terrazzo, 12 IN x 18 IN, surfacing.   |
| <b>{05-041} Second Floor Maps and Documents Collection Room 210 (40 FT x 50 FT):</b> |   |
|  | A. Remove and replace (in-kind) 1 each of window, fixed, aluminum frame, glass, 4 FT x 10 FT  |
| <b>{05-042} Second Floor Storage Room 212 (6 FT x 18 F):</b>                         |   |
|  | A. Remove and replace (in-kind) 1 each of light, 2 FT x 4 FT fluorescent, 4 tube surface mount.   |
| <b>{05-043} Second Floor Director's Assistant Office Room 215B (10 FT x 13 FT):</b>  |   |
|  | A. Remove and replace (in-kind) 130 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended.<br>B. Remove and replace (in-kind) 130 SF of ceiling, suspended metal grid.  |
| <b>{05-044} Second Floor Director's Assistant Office Room 217 (10 FT x 13 FT):</b>   |   |
|  | A. Remove and replace (in-kind) 100 SF of wall, 5/8 IN drywall, 10 FT x 10 FT.  |
| <b>{05-045} Second Floor Hallway (10 FT x 90 FT):</b>                                |   |
|  | A. Remove and replace (in-kind) 900 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended.  |
| <b>{05-046} Second Floor Exhibition of Rare Books Room 228D (21 FT x 45 FT):</b>     |   |
|  | A. Remove and replace (in-kind) 96 SF of ceiling, 1/2 IN plywood, custom painted, 3 EA x 4 FT x 8 FT.<br>B. Remove and replace (in-kind) 315 SF of floor, pile carpet.  |
| <b>{05-047} Second Floor Graduate Network Room 231G (23 FT x 85 FT):</b>             |   |
|  | A. Remove and replace (in-kind) 1 each of door, wood, HC, 3068.<br>B. Remove and replace (in-kind) 64 SF of wall, 5/8 IN drywall, 4 FT x 16 FT.<br>C. Remove and replace (in-kind) 37 each of floor, VCT 12 IN x 12 IN.         |
| <b>{05-048} Second Floor Room 241 (20 FT x 27 FT):</b>                               |   |
|  | A. Remove and replace (in-kind) 9 each of ceiling, 2 FT x 2 FT acoustic tile.<br>B. Remove and replace (in-kind) 224 SF of wall, 5/8 IN drywall, 8 FT x 28 FT.<br>C. Remove and replace (in-kind) base, 4 IN vinyl, 56 LF long. |
| <b>{06-060} First Floor Room 118 Binding Workshop (28 FT x 40 FT):</b>               |   |
|  | A. Repair (in-kind) 300 SF of wall, 1/4 IN thick plaster.<br>B. Remove and replace (in-kind) base, 4 IN vinyl, 50 LF long   |
| <b>{06-061} First Floor Room 120 Storage (24 FT x 29 FT):</b>                        |   |
|  | A. Remove and replace (in-kind) base, 4 IN vinyl, 106 LF long.<br>B. Remove and replace (in-kind) 56 each of floor, VCT 12 IN x 12 IN.  |
| <b>{06-062} First Floor Room 135 Lecture Classroom (24 FT x 43 FT):</b>              |   |
|  | A. Remove and replace (in-kind) 40 SF of curtain wall, aluminum framed, glazing, 4 FT x 10 FT.  |
| <b>{06-063} First Floor Corridor A (6 FT x 150 FT):</b>                              |   |
|  | A. Remove and replace (in-kind) 160 SF of ceiling, 3/4 IN prismatic acrylic lens panels, 2 FT x 2 FT.   |
| <b>{06-064} First Floor Room 004 Empty Space (65 FT x 95 FT):</b>                    |   |
|  | A. Remove and replace (in-kind) 54 each of light fixtures, 12 IN single bulb surface mounted.   |
| <b>{07-090} Mold:</b>  |   |
|  | A. Clean and sanitize, 41,120 SF of facility square footage with mold presence.   |
| <b>{07-091} Exterior Wall:</b>   |   |
|  | A. Repair (in-kind) 100 SF of 6 IN CMU wall with plaster, 10 FT wide x 10 FT high.  |
| <b>Hazard Mitigation Proposal (HMP) Scope of Work:</b>                               |   |



|   |   |
|---|---|
| The applicant proposes the following hazard mitigation measure(s) to prevent future similar damage(s) as described above. |   |
| <b>Exterior (Replacement):</b>  |   |
| C.1   | For damaged exterior paint, to provide protection against wind-driven rain (water intrusion):<br>Apply waterproof sealer for exterior concrete masonry units (CMU), includes primer and two coats: <b>total of 78,500 sf.</b>   |
| <b>Windows (replacement):</b>   |   |
| D.1   | For damaged windows, replace items with stronger units per the Repetitive HMP:<br>Windows, aluminum frame/jalousie, 24" x 60"; <b>total of 5 units (50 sf).</b><br><b>Note:</b><br>The sub-applicant is responsible for making sure the new replacement impact resistant windows/doors are "in-kind", and that they match all physical and visual aspects of the original ones, including design, color, and hardware, as to not alter the physical and visual aspects of the original windows/doors as determined by EHP requirements. "In-kind" shall mean of the same or similar material, and the result shall match all physical and visual aspects, including form, color, and workmanship. |
| <b>Windows (supplementary):</b>   |   |
| E.1   | For damaged window glazing, to provide protection against hurricane force winds, wind-driven rain and/or wind-blown debris, apply clear safety film to prevent cracking and subsequent water infiltration, per the applicable Repetitive HMP; <b>total of 129 sf.</b><br>a. Window glazing, 24" x 96"; total of 5 units (80 sf).<br>b. Window glazing, 36" x 36"; total of 1 unit (9 sf).<br>c. Window glazing, 48" x 120"; total of 1 unit (40 sf).  |
| <b>Electrical (supplementary):</b>  |   |
| F.1   | For damaged electric power systems, and electrical and/or electromechanical equipment, hardware, provisions and installations, to guard against potential power failure/fluctuation damages; install surge suppressor system per the Repetitive HMP.  |
| <b>End of Scope of Work</b>   |   |

## **23. APPENDIX G**

### **Links for Photos and Buildings Layouts**

**TO VIEW PHOTOS AND BUILDINGS LAYOUTS,  
PLEASE [CLICK HERE](#)**

## 24. **APPENDIX H**

# **FEMA ALTERNATIVE PROCEDURES**

TO VIEW FEMA ALTERNATIVE PROCEDURES, PLEASE [CLICK HERE](#)

**25. APPENDIX I**  
**COST ESTIMATE BREAKDOWN**  
**TEMPLATE**

TO VIEW EXCEL TEMPLATE TABLE, PLEASE [CLICK HERE](#)

**End Document**