

**UNIVERSITY OF PUERTO RICO
CENTRAL ADMINISTRATION
NOTICE OF REQUEST FOR PROPOSAL RFP #DRO 24-018 / B00011
DESIGN AND SUPERVISION SERVICES**

Administración
Central
Universidad de
Puerto Rico

Timeline:

RFP publication date: November 10, 2023.

Site visit (Not Compulsory) November 15, 2023, Time: 9:30 am
Location: "Recursos Físicos" Building
Coordinates: (18.394853 N, -65.988479 W)
Parking will be available. The security guard booth at the entrance will direct you to the designated parking location.

**Deadline for Request
for Information by email:** November 27, 2023, Time: on or before 4:30pm.

**Response for Request
for Information by email:** December 6, 2023, Time: on or before 4:30pm.

The proposal must be submitted **by email on or before 11:59pm (AST) on December 13, 2023**. Address the indicated contacts in Section II (Mr. Julio Collazo Rivera, attention to Eng. Eliezer Collazo Ortiz, Eng. Carlos Hiraldo, Eng. Luis Vilá and Eng. Oscar Ramos). The University of Puerto Rico (UPR) will accept offers via email in digital PDF format at upprecovery.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 **B00011-DRO-11-2023-CAR- Reconditioning of site, electric power system and 17 buildings and/or structures at UPR Carolina Campus**. The purpose of this RFP is to request and receive proposals from qualified Architecture and Engineering firms for the development of all design documents: Basis of Design, detail design, specifications, cost estimates, schedules, scopes of work, bidding phase, and other required documentation for the compliance of the requirements of FEMA and PRDOH/CDBG-DR Non-Federal Match Program. The awarded firm or professional will also provide services of oversight and coordination for the execution of a complete comprehensive project.

Oficina de
Desarrollo
Físico e
Infraestructura

The project will be on UPR Carolina Campus and will impact the campus site, campus electric power system and 17 buildings. Proponents will be working on the respective scope of work, as stated by FEMA and 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. Review and verification through the site area of FEMA's Scope of Work (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 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. Due to the building's year of construction, it may be necessary lead or asbestos abatement.

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.

Jardín Botánico Sur
1187 Calle Flamboyán
San Juan PR
00926-1117
Tel 787-250-0000
Fax 787-250-8568


Julio A. Collazo (Nov 8, 2023 14:31 AST)
Julio A. Collazo Rivera, Director

REQUEST FOR PROPOSALS FOR:

DESIGN AND SUPERVISION SERVICES FOR

Project Number: B00011-DRO-11-2023-CAR

Project Title: RECONDITIONING OF SITE, ELECTRIC POWER SYSTEM AND 17 BUILDINGS AND/OR STRUCTURES AT UPR CAROLINA CAMPUS

RFP #DRO 24-018 / B00011

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: **B000__-DRO-11-2023-CAR- Reconditioning of site, electric power system and 17 buildings and/or structures at UPR Carolina Campus**, ("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 qualified **Architecture and Engineering firms for the development of all design documents: Basis of Design, detail design, specifications, cost estimates, schedules, scopes of work, and bidding phase and other required documentation for the compliance of the requirements of FEMA and PRDOH/CDBG-DR Non-Federal Match Program**. The awarded firm or professional will also provide services of oversight and coordination for the execution of a complete comprehensive project.

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

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

2. CONTACT AND TIMELINE

The RFP shall be sent and addressed to:

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

Attention to:
Eng. Carlos Hiraldo, Eng. Luis Villa, Eng. Oscar Ramos Miranda and
Eng. Eliezer Collazo
Field Operation Manager's
 Disaster Recovery Office

University of Puerto Rico
 Jardín Botánico Sur 1187, calle Flamboyán
 Río Piedras, Puerto Rico 00926-1117
 Tel. (787) 250-0000, Ext. 5099

E-mail: upprecovery.rfp@upr.edu

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

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

3. TIMELINE AND SUBMISSION DATE

Description	Date
RFP publication	November 10, 2023.
Site Visit (Not compulsory): Location: "Recursos Físicos" Building. Coordinates of site visit (18.394853 N, -65.988479 W). Parking will be available. The security guard booth at the entrance will direct you to the designated parking location. Be advised that interested proponents must register via email. Please provide the complete company name, representative's name and email.	November 15, 2023 Time: 9:30am
Deadline for Request for Information (RFI) by email	November 27, 2023, Time: on or before 4:30pm Atlantic Standard Time (AST)
Response for Request for Information by email	December 6, 2023, Time: on or before 4:30pm Atlantic Standard Time (AST)
The proposal must be submitted by email. Address the indicated contacts in Section 2 – CONTACT	December 13, 2023, Time: on or before 11:59pm Atlantic Standard Time (AST).
Award Notification	January 2024
Execution of Agreement	February 2024

Initials _____

The proposal must be compiled in digital PDF format. The dates may be subject to change at the discretion of the UPR. Interested proponents have the responsibility of verifying and checking the email from which they issued a notice of receipt of this RFP, as was indicated in Section 2 of this RFP. All official communication related to this RFP will be per that indication. The award notice of this proposal shall not constitute the formal agreement between the parties.

4. PROJECT DESCRIPTION

The project will be at UPR Carolina campus and will impact the **campus site, campus electric power system and seventeen (17) buildings. The campus project will be divided in four Projects.** The **first project** will include **the site and the electric site.** The **second project** will include eight (8) buildings: **Building 150 “Finanzas/Consejo de Estudiantes”, Building 120 “Centro de Producción de Publicidad”, Building 210 “Talleres de Jardinería y Ebanistería”, Building 220 “Salones de Clase”, Building 240 “Gimnasio”, Building 170 “Archivo Central”, Building 180 “Finanzas”, Building 015 “Rancho”.** The **third project** will include five (5) buildings: **Building 260 “Centro de Desarrollo Preescolar”, Building 110 “Centro de Recursos y Aprendizaje”, Building 190 “Cobertizo de Recursos Físicos, Building 040 “Tecnología de Ingeniería”, Building 050 “Recursos Físicos”.** The **fourth** and last project will include: **Building 100 “Administración”, Building 270 “Canchas”, Building 280 “Laboratorio de Ciencias Forenses”, Building 030 “Ciencias Naturales & ADEM-SOFI”.**

Proponents will be working on the respective scope of work, as stated by FEMA and 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. 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.

- a. **Alignment of Scope** 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:
 - o *Improved Project or Scope of Work Alignment* for the compliance of the requirements for approval of FEMA, as applicable.
 - o 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 G** 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:
 - o Visit and identify the FEMA damages (as per SOW Appendix)
 - o Validation of the strategy with the owner (UPR ORD & UPR Campus)
 - o As Built

- Design (schematic, design development, construction documents), technical specifications, cost estimates, schedules, and bidding phase assistance.)
- 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.

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. Due to the building's year of construction, it may be necessary lead or asbestos abatement.

In general terms, the required tasks for those buildings are as follows (See SOW in **Appendix F** for specifications).

5. SERVICES

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

5.1 SERVICES RELATED TO FEMA'S SOW

5.1.1 The provided SOW serves as fundamental base for the development of a final detailed SOW. This final detailed SOW is required for submission to FEMA 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.

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

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

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

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

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

5.1.7 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.

5.1.8

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 is 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 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 (%)
- **Cost Proposal Breakdown** - Provide Cost Estimate Breakdown based in SOW provided in Appendix F.
- **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: uprrecovery.rfp@upr.edu on or before the date established in this document and must reference this specific RFP (**RFP #DRO 24-0018 / B000__**) 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 uprrecovery.rfp@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 project designs, architectural and engineering concepts, site improvements and infrastructure strategies, building development and technology, cost estimates, administration, management, evaluation, project control (budget and schedule) accounting, technological reporting systems, construction quality control and processes. The proponent must also be well versed in Federal compliance, with a proven performance record. The UPR will only consider architectural and engineering firms with established and verifiable experience with at least two (2) years or more of experience, with projects sponsored and funded by FEMA, CDBG-DR program, and/or another Federal agency.

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

Executive Summary – Refer to Appendix A Statement of the Bidder

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

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. Be specific and detail no more than three projects/contracts: description of work, dates, locations, challenges, and results. (up to 4 points)
- Indicate relevant experience in projects with FEMA grants. (up to 6 points)
- Please indicate whether you have experience working with public or federal entities, and years of experience performing like services. (up to 6 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 like this and proposed approach to overcoming these barriers. (up to 3 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 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. 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. (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 (up to 10 points)
 - Personnel/Trade specialist mechanical, electrical, architectural, structural, civil, specialist roof consultant 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 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 designee(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 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 OSDPU

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
Experience and strategy in providing the services	30
Team qualifications	25
Proponent references	5
Cost Proposal Breakdown	5
Cost Proposal	25
Cost Proposal % Fee for additional SOW	5
Total	95
Section 3 Business concerns and MWBE	5
Total	100

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.

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 Corporate's Seal authorizing Corporation's representative to sign the contract.
- Debt Certification issued by Department of the Treasury, Form SC 6096, Rev. 24-Feb-2020. In case of debt, submit official Department of Treasury document which certifies that you are under a payment plan that is being fully complied with.
- Certification of Filing of Income Tax Forms for the last five (5) years issued by the Department of Finance. Form SC 6088, Rev. 24-Feb-2020 (If there is no information because the Corporation has recently been incorporated, you must include an affidavit expressing such a situation.)
- If the filing certification of payrolls does not register the filing corresponding to the year 2022, present a punched copy by the Treasury of the first sheet of the filed return.
- Certificate of No Debt of the Municipal Revenue Collection Center (CRIM) for all concepts.
- If there is debt, you must submit an official CRIM document evidencing a payment plan. If the Cert. of Filing of Movable Property Forms is negative, an Affidavit is required.
- Certificate of No Debt of the CRIM of Real Estate of the Corporation. If there is debt, you must submit an official CRIM document 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

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.

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

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

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, and vision statements and organizational chart.

V. EXPERIENCE DESCRIPTION AND STRATEGY IN PROVIDING THE SERVICES

- Describe the organization/company's history, experience, and capabilities as it relates to the proposed scope of work. Be specific and detail no more than three projects/contracts: description of work, dates, locations, challenges, and results. Indicate relevant experience in projects with FEMA grants. Please indicate whether you have experience working with public or federal entities, and years of experience performing like services. Provide specific examples of the services or tasks previously provided by the entity as considered in this RFP. Detail your firm's understanding of the challenges and barriers for a project like this and proposed approach to overcoming these barriers. Identify potential risk factors and methods for dealing with these factors.

VI. TEAM QUALIFICATIONS - The Proponent should provide detailed information about the experience and qualifications of the Proponent's principals, project managers, key personnel, and staff to be assigned, including degrees, certifications, licenses, and years of relevant experience in terms of Federal Grants and/or FEMA 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. 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 subcontractors, 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. Personnel/Trade specialist mechanical, electrical, architectural, structural, civil, specialist roofing consultant 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 24-018 / B00011

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 24-018 / B00011

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 24-018 / B00011** 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

Initials _____

(spouse, parent, or child) has financial interests, or others, that would impair, or give the appearance of impairing, impartial judgment in the evaluation of government programs in offering advice or recommendations to the government, or in providing technical assistance or other services to recipients of Federal funds as part of its contractual responsibility.

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

Signature of Proposer's Authorized Representative

Date

Printed Name of Proposer's Authorized Representative

Initials _____



**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 24-018 / B00011**

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

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

(Name of Entity)

(Authorized Representative)

(Printed Name of Authorized)

(Position)

Affidavit No. _____

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

Public Notary

Initials _____

19. APPENDIX C POLICIES AND INSURANCE

Required Insurance for the project

RFP #DRO 24-018 / B00011

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

COST PROPOSAL

RE: Reconditioning of site, electric power system and seventeen buildings and/or structures at UPR Carolina Campus
RFP #DRO 24-018 /B000__

***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		
#06326 - UPR Carolina (444 Site & E-444 Site Eléctrico)		
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	FEE
Basic Services:		
Schematic design	___ days	\$
Preliminary design	___ days	\$
Construction Documents	___ days	\$
Bidding and Negotiation	N/A	\$
*Design Subtotal:	N/A	\$
Supervision:	___ months x \$___ monthly	\$
Basic Services TOTAL*:		\$
Additional Services: • As-Built	___ days	\$
Reimbursable Expenses**: For fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.	N/A	\$

Initials _____

_____ (\$_____)
Total GROUP: #06326 (Basic services total +As Built + reimbursable expenses). Write the total amount in words and numbers.
Additional SOW Fee %_____ (Design subtotal + Supervision) / Estimated Cost

*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.

**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 the possible Additional Services

The UPR establishes an amount of **\$10,000.00** for other possible **Additional Services**.

COST PROPOSAL		
#08405 - UPR Carolina (150 "Finanzas/Consejo de Estudiantes", 120 "Centro de Producción de Publicidad", 210 "Talleres de Jardinería y Ebanistería", 220 "Salones de Clase", 240 "Gimnasio", 170 "Archivo Central", 180 "Finanzas", 015 "Rancho")		
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	FEE
Basic Services:		
Schematic design	___ days	\$
Preliminary design	___ days	\$
Construction Documents	___ days	\$
Bidding and Negotiation	N/A	\$
*Design Subtotal:	N/A	\$
Supervision:	___ months x \$ ___ monthly	\$
Basic Services TOTAL*:		\$
Additional Services: • As-Built	___ days	\$
Reimbursable Expenses**: For fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.	N/A	\$
		(\$_____)
Total GROUP: #08405 (Basic services total + As Built + reimbursable expenses). Write the total amount in words and numbers.		
Additional SOW Fee %_____ (Design subtotal + Supervision) / Estimated Cost		

*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.

Initials _____

**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 the possible Additional Services

The UPR establishes an amount of **\$40,000.00** for other possible **Additional Services**.

COST PROPOSAL		
#10474 - UPR Carolina (260 "Centro de Desarrollo Preescolar", 110 "Centro de Recursos y Aprendizaje", 190 "Cobertizo de Recursos Físicos, 040 "Tecnología de Ingeniería", 050 "Recursos Físicos")		
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	FEE
Basic Services:		
Schematic design	___ days	\$
Preliminary design	___ days	\$
Construction Documents	___ days	\$
Bidding and Negotiation	N/A	\$
*Design Subtotal:	N/A	\$
Supervision:	_____ months x \$_____ monthly	\$
Basic Services TOTAL*:		\$
Additional Services: • As-Built	_____ days	\$
Reimbursable Expenses**: For fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.	N/A	\$
_____ (\$_____)		
Total GROUP: #10474(Basic services total + As Built + reimbursable expenses). Write the total amount in words and numbers.		
Additional SOW Fee %_____ (Design subtotal + Supervision) / Estimated Cost		

*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.

**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.

Initials _____

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

Description of the possible Additional Services

The UPR establishes an amount of **\$60,000.00** for other possible **Additional Services**.

COST PROPOSAL		
#10553 - UPR Carolina (100 "Administración", 270 "Canchas", 280 "Laboratorio de Ciencias Forenses", 030 "Ciencias Naturales & ADEM-SOFI")		
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	FEE
Basic Services:		
Schematic design	___ days	\$
Preliminary design	___ days	\$
Construction Documents	___ days	\$
Bidding and Negotiation	N/A	\$
*Design Subtotal:	N/A	\$
Supervision:	___ months x \$ ___ monthly	\$
Basic Services TOTAL*:		\$
Additional Services: • As-Built	___ days	\$
Reimbursable Expenses**: For fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.	N/A	\$
_____ (\$ _____)		
Total GROUP: #10553 (Basic services total + As Built + reimbursable expenses). Write the total amount in words and numbers.		
Additional SOW Fee % _____ (Design subtotal + Supervision) / Estimated Cost		

*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.

**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.

Initials _____

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

Description of the possible Additional Services

The UPR establishes an amount of **\$100,000.00** for other 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 tables above and/or hours-based rate described below.

Fees for Professional Services	
	Fee per hour

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 _____

Initials _____

No Addendum was received in connection with this RFP. If no Addenda are 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____.

Firm Name:	
Signed by:	_____ (Sign it in ink)
Name:	
Title:	
Employers Social Security:	
Mail Address:	
Physical Address:	
Phone Number:	
Fax Number:	
E-mail:	

Seal (if Bidder is a Corporation)

Initials _____

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

Initials _____

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?

Initials _____

22. APPENDIX F

SCOPE OF WORK

Initials _____

University of Puerto Rico at CAROLINA

1. GENERAL DATA OF THE PROJECT:

#06326:

DI: 195417 444 Site

DI: 264203 444 Site Eléctrico

#08405:

DI: 151964150 Finanzas/Consejo de Estudiantes

DI: 151969120 Centro de Producción de Publicidad

DI: 151972210 Talleres de Jardinería y Ebanistería

DI: 195409220 Salones de Clase

DI: 195410240 Gimnasio

DI: 209562170 Archivo Central

DI: 251040180 Finanzas

DI: 264046015 Edificio Rancho

#10474:

DI: 151962 260 Centro de Desarrollo Preescolar

DI: 151963 110 Centro de Recurso y Aprendizaje

DI: 209542 190 Cobertizo de Recursos Físicos

DI: 251036 040 Tecnología de Ingeniería

DI: 264164 050 Recursos Físicos

#10553

DI: 151957 100 Administración

DI: 195411 270 Canchas

DI: 195412 280 Laboratorio de Ciencias Forenses

DI: 251033 030 Ciencias Naturales & ADEM-SOFI

II. PROJECTS DESCRIPTION, LOCATION PLAN AND SCOPES:

A. PW 06326

i. Location Plan



ii. Description

1. DI: 195417 - 444 Site

The site area is composed of the typical chain link fence at the perimeter of the property and main parking lot area overlay with asphalt. Built in 1974 located at Avenida Sur 2100, Carolina, Puerto Rico 00987. This facility was in operation at the time of the event. Approx. Year Built: 1974, GPS Latitude/Longitude: 18.39282, -65.98963

2. DI: 264203 - E-444 Site Eléctrico

UPR at Carolina electrical and lighting systems include generation, transmission, and distribution facilities. The system is served by the Puerto Rico Electric Power Authority's (PREPA). UPR-Carolina owns and operates the 38 kV bus and all downstream equipment, including transformers, feeders, switching units, substations, and pad mounted transformers. The distribution system in this campus is underground. There are emergency generators, which are intended to handle the

campus' electrical load in case of a (PREPA) power failure. The campus is illuminated by a combination of high-pressure sodium (HPS), metal halide (MH), Induction lighting and LED lights. This facility was in operation at the time of the event. Approx. Year Built: 1974, GPS Latitude/Longitude: 18.39282, -65.98963

iii. SCOPE OF WORK- FEMA

1. DI: 195417 - 444 Site

Repair and restore facilities back to pre-disaster design, function, and capacity (in-kind) within the existing footprint.

PA WORK Scope:

Fencing, North perimeter:

A. Remove and replace, 1,560 SF of chain link fence, 6 FT height, 3 barbwire.

Fencing, Southwest perimeter:

A. Remove and replace, 800 SF of chain link fence, 8 FT height, 3 barbwire.

B. Remove and replace, 1,120 SF of chain link fence, 8 FT height, 3 barbwire.

HMP WORK Scope:

Chain-link fence (supplementary mitigation):

1. Strengthen the fence to prevent wind and flying debris damage. Posts 10 ft on center to 8 ft on center, 2-inch dia. posts to 3-inch dia., Posts buried 2 ft deep now to 3 ft deep.

a. Length of Fence = 260 LF (6 FT H fence)

b. Length of Fence = 100 LF (8 FT H fence)

c. Length of Fence = 140 LF (8 FT H fence)

2. DI: 264203 - E-444 Site Eléctrico

Repair and restore facilities back to pre-disaster design, function, and capacity (in-kind) within the existing footprint.

Primary Voltage Distribution System:

A. Remove and replace, 1 each of outdoor switching unit doors, 13.2 kV, 600 Amps, three phases.

B. Remove and replace, 1 each of outdoor switching unit, 13.2 kV, 600 Amps, three phases.

Exterior Lighting:

- A. Remove and replace, 4 each of cobra style light, pole mount, 150 W.
- B. Remove and replace 5 each of led square lamp style induction LED light.
- C. Remove and replace, 4 each of double shoe box style lights, 400 W.
- D. Remove and replace, 21 each of MH floodlight, roof mount, 1,500 W.
- E. Remove and replace, 22 each of light, magnetic induction, wall mount, 100 W.
- F. Remove and replace, 1 each of pole, concrete, 30 FT.
- G. Remove and replace, 2 each of pole, aluminum, 50 FT.
- H. Remove and replace, 2 each of pole, aluminum, 30 FT.

HMP WORK Scope:

UPR's electrical and lighting systems are served by the Puerto Rico Electric Power Authority's (PREPA). UPR owns and operates the 38 kV substation and all downstream equipment, including transformers, feeders, switching units, substations, and pad mounted transformers. The distribution system on this campus is underground. The site area is composed of the typical chain link fence at the perimeter of the property and main parking lot area overlay with asphalt, buildings, and a small lagoon. The site is located in an urban area of Carolina, PR. To prevent or reduce damages in future similar events, the following mitigation measures have been proposed:

Switch Unit mitigation:

The mitigation strategy will elevate the Switching Unit #7, 18 inches above the existing concrete pad by adding 2 EA concrete pads 6' L X 6' W X 9" H. Also, will create a concrete wall to redirect water and prevent future damage.

- 1. Elevate the 13.2 kV outdoor switching unit 18" from the ground using 2 EA 6'-0" x 6'-0" x 9 IN Height prefabricated concrete pad. The 2 EA additional concrete pads will have a central opening of 2 FT x 3 FT for cable system connection.
 - i. To reinforce the connection between existing and new concrete slabs, install one EA of 5 IN x 26 IN x 5/8 IN steel plate on each side of concrete slabs. With these plates existing slab and new slabs will be anchored using 3/4 IN DIA x 8 IN L galvanized bolts with epoxy.
- 2. Cables splice from S.U. #6 to S.U #7- 3 EA 500 mcm 15 Kv
- 3. Cables splice from S.U. #7 to S.U #8- 3 EA 500 mcm 15 Kv

- 4. Cables splice from S.U. #7 to substation (2 EA) - 6 EA #2 - 15 Kv
- 5. Cable primary terminations 6 EA of 500 mcm 15 Kv and 6 EA #2 - 15 Kv

6. Hy seal lugs 500 mcm 6 EA and #2 - 6 EA
7. Add 2 EA metal painted platforms of 5 FT x 5 FT in each side of the switching unit (front and back)
 - i. Add 12 LF of a 3'-0" H metal railing on each side (total of 24 LF).
 - ii. Add 2 EA 3'-0" Wide of metal ladder on each side (front and back)
8. Add 4 EA columns of 4 IN x 4 IN x 27" IN H for each platform.
9. Create a 3'-0" H x 8'-0" L x 6 "W concrete wall at 7'-0" from the switching unit concrete pad to redirect water from switching unit.

Pole Supplementary Mitigation:

10. Strengthen pole base by increasing foundation depth in relation to the pole height for:
 - i. 1 EA of 30 FT concrete pole
 - ii. 2 EA of 50 FT aluminum pole
 - iii. 2 EA of 30 FT aluminum pole

B. PW 08405

i. Location Plan



ii. **Description**

1. DI: 151964 - 150 Finanzas/Consejo de Estudiantes

This is a one-story building (50 FT X 25 FT approx.) with an overhang of 3 FT, approx., all around the building. This building is used for two different office purposes, the first one is for the finance department and the second is for the student council. Is a wood framing structure with a steel deck roofing system. Partitions are made with either gypsum board or CMU wall. This facility was in operation at the time of the event. **Approx. Year Built:** 1993, **GPS Latitude/Longitude:** 18.39184, -65.98893

2. DI: 151969 120 Centro de Producción de Publicidad

The building is a two story with one stairwell to the roof, 2,450 SF, site cast, reinforced concrete structure. The roof is composed of reinforced concrete roof with bituminous built-up roofing. Interior construction includes load bearing reinforced concrete walls and reinforced concrete floor slabs. Interior finishes generally consist of suspended acoustic ceiling, painted concrete or drywall, and vinyl floor tile. This facility was in operation at the time of the event. **Approx. Year Built:** 1991, **GPS Latitude/Longitude:** 18.39175, -65.98837

3. DI: 151972 210 Talleres de Jardinería y Ebanistería

The "Talleres de Jardinería y Ebanistería" building is a 4,600 SF, that was constructed in 1987 (32 years old). This workshop building is a one (1) story wood framed, wood sided building, with a ribbed steel sheet metal roof system with a one-foot roof overhang, with an attached 15' x 40' overhang covered area on the rear east end of the building. The interior includes reinforced concrete footing wall with a reinforced concrete floor slab on grade. Interior finishes generally consist of suspended acoustic ceiling, painted wood paneling and concrete walls and ceramic tile or vinyl floor tile. This facility was in operation at the time of the event. **Approx. Year Built:** 1987, **GPS Latitude/Longitude:** 18.39127, -65.98928

4. DI:195409 220 Salones de Clase

The "Salones de Clase" building is an 8,625 SF, that was constructed in 1987 (32 years old). This classroom building is a single story, wood framed, wood sided, building with a ribbed steel sheet metal roof system with a one-foot overhang. The interior includes reinforced concrete footing wall with a reinforced concrete floor slab on grade. Interior finishes generally consist of suspended acoustic ceiling, painted wood paneling and concrete walls and ceramic tile or vinyl floor tile. This facility was in operation at the time of the event. **Approx. Year Built:** 1987, **GPS Latitude/Longitude:** 18.39109, -65.98968

5. DI: 195410 240 Gimnasio

The "Gimnasio" building is a 5,311 SF, that was constructed in 1987 (32 years old). This gym building is a single story, recreation facility that is wood framed and wood sided. The building has ribbed steel sheet metal roof panels with a two-foot roof overhang. The interior includes reinforced concrete footing wall with a reinforced concrete floor slab on grade. Interior finishes generally consist of suspended acoustic ceiling, painted drywall, concrete and ceramic tiled walls and ceramic floor tile. This facility was in operation at the time of the event. **Approx. Year Built:** 1987, **GPS Latitude/Longitude:** 18.39087, -65.99018

6. DI: 209562 170 Archivo Central

This building is a single story (50 FT X 26 FT, approx.) wood framed, wood and stucco sided building with a ribbed steel sheet metal roof system with two- and four-foot roof overhangs. The interior includes reinforced concrete footing wall with a reinforced concrete floor slab on grade. Interior finishes generally consist of suspended acoustic ceiling, painted drywall, and ceramic tile floor. This facility was in operation at the time of the event. **Approx. Year Built:** 1993, **GPS Latitude/Longitude:** 18.39176, -65.98896

7. DI: 251040 180 Finanzas

Building (49 FT X 26 FT approx.) constructed in a wood frame with wood paneling on a 30-inch perimeter concrete stem wall including a ribbed aluminum roof system with a three-foot roof overhang. The interior includes the stem wall and drywall walls with a reinforced concrete floor slab on grade. Interior finishes generally consist of suspended acoustic ceiling, painted drywall, and vinyl floor tile. This facility was in operation at the time of the event. **Approx. Year Built:** 1993, **GPS Latitude/Longitude:** 18.39174, -65.98916

8. DI: 264046 015 Edificio Rancho

The "Edificio Rancho" building is a 420 SF, that was constructed in 1990 (29 years old). This ranch shed consists of reinforced concrete columns/beams infilled w/ 8 IN CMU (8 FT AFF) and 2x wood framing/exterior grade plywood (12 FT AFF) on a reinforced concrete slab on grade. The roof structure consists of ribbed sheet metal panels on 2x wood joists. This facility was in operation at the moment of the event. **Approx. Year Built:** 1990, **GPS Latitude/Longitude:** 18.39152, -65.98862

iii. SCOPE OF WORK- FEMA

1. DI: 151964 - 150 Finanzas/Consejo de Estudiantes

Initials _____

Repair and restore facilities back to pre-disaster design, function and capacity (in-kind) within the existing footprint.

PA WORK Scope:

{00-001} Finance-reception:

1. Replace 24 SF of ceiling acoustic tiles, 2 FT long x 4 FT wide.

{00-002} Finance-Of ice-Reinaldo Vazquez:

1. Replace 8 SF of ceiling acoustic tiles, 2 FT long x 4 FT wide.

{00-003} Finance-Of ice-Mr. Gierbolini:

1. Replace 8 SF of ceiling acoustic tiles, 2 FT long x 4 FT wide.

{00-004} Finance- Of ice-Dr. Pablo Rivera:

1. Replace 16 SF of ceiling acoustic tiles, 2 FT long x 4 FT wide.

{01-001} Student Council-Meeting area:

1. Replace 32 SF of ceiling acoustic tiles, 2 FT long x 4 FT wide.

{01-002} Student Council-Storage:

1. Replace 24 SF of ceiling acoustic tiles, 2 FT long x 2 FT wide.

{01-003} Student Council-Of ice#1:

1. Replace, 16 SF of ceiling acoustic tiles, 2 FT long x 4 FT wide

HMP WORK Scope:

No HMP were eligible as per HM program.

2. DI: 151969 - 120 Centro de Producción de Publicidad

Repair and restore facilities back to pre- disaster function per the applicant's provided method of repair.

PA WORK Scope:

{00-001} General:

1. Prepare and paint, Building Exterior, 7,360 SF of wall surfaces.
2. Remove and replace 48 SF of 3/8 IN cement plaster.
3. Remove and replace, 2 each of double metal door, 3 FT X 10 FT.
4. Remove and replace, 2 each of split system A/C unit, 2 ton.
5. Remove and replace, 1 each of split system A/C unit, condenser, 3 ton.

6. Seal and caulk, aluminum frame 9 FT X 8 FT fixed glass window, 34 FT long,

{00-002} Roofing System:

1. Remove and replace, aluminum flashing, 30 FT long.

{00-003} Second Floor Radio Station:

1. Replace, 16 SF of 2 FT X 4 FT ceiling acoustic tile.
2. Remove and replace, 1 each of split system A/C unit, 2 ton.

BBA Scope: System: HVAC

1. Disaster Related Damage Component:

- a. 2 each of split system A/C unit, condenser, 2-ton, Split system, damaged by high winds and electrical power supply fault.
- b. 1 each split system A/C unit, condenser, 3-ton, Split system, damaged by high winds and electrical power supply fault.
- c. 1 each of split system A/C unit, 2-ton, Split system, damaged by high winds and electrical power supply fault.

2. BBA 2018 Details:

Education Sector Industry Standard:

Temperature controls / 2018 Puerto Rico Energy Conservation Code (PRECC) / Section C403.4.2.1 Thermostatic Setback. Package wall or window unit / 2017 National Electric Code (NEC) / Damaged HVAC components: Replacement of multiple HVAC systems in a single building / 2016 ASHRAE 90.1 – 2010 Appendix G Baseline Building HVAC System Types.

- a. **Disaster Damage Work Required:** Remove and replace 2 each of 2 ton and 1 of 3-ton package air conditioning unit system for each classroom noted above.
- b. **Pre-disaster condition:** The A/C Unit systems served the purpose of conditioning the classrooms. The cooling capacity was enough for the area, however given the type of units, the fresh air requirements were not met, and it is presumed that the electrical system did not have a dedicated circuit/feeder to power the units.
- c. **BBA Work required:** For estimating purposes, consider the installation 2 each of 2 ton and 1 of 3 ton, systems outside air compliant direct expansion (DX) A/C unit, in place of the HVAC systems detailed in the DDD (**upgrade HVAC units to meet air exchange standard**). Additional considerations: Construct a mechanical closet made of insulated gypsum board walls (3 sides) and a minimum 1hr fire rated hollow metal door to install necessary Air Handling Unit with DX compatible coil and corresponding appurtenances such as: support base, Louver for fresh air w/ damper, supply register w/ opposed blade damper, galvanized ductwork, return air side louver, drainage piping, programmable thermostat, ½" EMT conduit for thermostat control, insulated DX piping and communication cable to connect to condensing unit (CU). In addition to the interior work, exterior rooftop installation (where possible)

of the condensing unit will be necessary to complete the refrigeration system needing connection of DX piping from interior (approx. 30 Ft. run) Air Handling Unit (AHU), 3#18 control cable from AHU, 5/16" clear coated galvanized two-way tie down wires.

For the electrical scope both units (Air Handling Unit & Condensing Unit) need dedicated circuits directly from the panelboard, consider the following: 1) AHU - route new branch circuit from panelboard with 3#10 THWN copper wire in ¾" EMT including disconnecting means (equal or similar to a 30amp Safety switch) with flexible conduit to power the unit and 2) CU -route new branch circuit from panelboard w/ 3#8 THWN copper wire in ¾" EMT for interior and RGC when exposed to exterior and/or to impact, including disconnecting means (equal or similar to a 30amp Safety Switch) with flexible conduit to power the unit. Please account for the demolition for penetrations as well as the necessary masonry.

HMP WORK Scope:

In order to make the new proposed facility more resilient to withstand future similar event, the applicant is interested and proposed the following mitigation measures:

1. To avoid future damages to three AC split units one 3 ton and two 2-ton capacity:

a)-Roof anchoring system mitigation is already included in PA estimate as the Bipartisan Budget Act (BBA) item.

b)- To avoid damages by power surge, but a surge protector Protective Device 277 V/480V Three Phase is proposed to the electrical system of the building to mitigate and protect the AC equipment from power supply fault.

According to PAPPG, Appendix J: VI. Electric Power Systems:

a. Install surge suppressors and lightning arrestors.

2. To avoid future damages to 16 SF of acoustic tiles ceiling provide Acoustical ceilings, fiberglass boards, film faced, 2'x 2' or 2'x 4' sag free and anti-mold acoustic tiles to resist possible water infiltrations as a replacement *mitigation from PA acoustic tiles.*

3. DI: 151972 - 210 Talleres de Jardinería y Ebanistería

Repair and restore facilities back to pre- disaster function per the applicant provided method of repair.

PA WORK Scope:

{00-002} Roofing System:

1. Remove and replace 5,550 SF of ribbed steel sheet metal.

{01-009} First Floor Hallway (4 FT x 30 FT):

1. Replace 120 SF of ceiling, 2 FT x 4 FT acoustic tile.
2. Remove and replace, 1 each of light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube.

{01-015} First Floor Machine Storage (18 FT x 31 FT):

1. Remove and replace, 1 each of door and frame, wood, SC, 3 FT x 7 FT.

HMP WORK Scope:

In order to make the new proposed facility more resilient to withstand future similar event, the applicant is interested and proposed the following mitigation measures:

1- To avoid future damage to the 5,550 SF of ribbed steel roof provide additional anchoring as a supplementary measure. Improve exterior roof metal panels fastening pattern in order to better secure the exterior panels and mitigate damage to building envelope itself and subsequent water infiltration damage.

According to PAPPG, Appendix J: H. Roofs:

- a. Install hurricane clips, fasteners, anchors, straps, and connectors that are compatible with the roof system and corrosion-resistant in coastal areas.
- b. Strengthen the high-wind pressure areas (e.g., corner zones, roof soffits, overhang)

2- To avoid future damages to 120 SF of acoustic tiles ceiling provide Acoustical ceilings, fiberglass boards, film faced, 2'x 2' or 2'x 4' sag free and anti- mold acoustic tiles to resist possible water infiltrations as a replacement mitigation from PA acoustic tiles.

3- To avoid future damage to one (1 each) 3 FT x 7 FT wood door and frame delamination from water infiltration replace with institutional metal door as a replacement mitigation to PA wood door.

According to PAPPG, Appendix J: I. Doors and Windows:

- a. Replace doors, door frames, hinges, and hardware with wind-resistant units.

4. DI: 195409 - 220 Salones de Clase

Repair and restore facilities back to pre- disaster function per the applicant provided method of repair.

PA WORK Scope:

{00-002} Roofing System:

1. Remove and replace 9,300 SF of ribbed steel sheet metal.

{01-004} Room 2 (24 FT x 40 FT):

1. Replace 960 SF of ceiling, 2 FT x 4 FT acoustic tile.
2. Remove and replace 6 each of lights, 2 FT x 4 FT fluorescent, 4 tube, recessed.

{01-005} Room 3 (24 FT x 40 FT):

1. Replace 960 SF of ceiling, 2 FT x 4 FT acoustic tile.
2. Remove and replace, 960 SF of floor, VCT 12 FT x 12 FT.

{01-007} Room 6 F-107 (24 FT x 40 FT):

1. Replace 480 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended.

{01-008} Room 7 F-108 (24 FT x 40 FT):

1. Replace 960 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended.

{01-009} Room 8 F-109 (24 FT x 40 FT):

1. Replace 960 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended.
2. Remove and replace 6 each of lights, 2 FT x 4 FT fluorescent, 4 tube, recessed.

{01-010} Room 9 F-110 (24 FT x 40 FT):

1. Replace, 720 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended.

BBA Scope: System: Electrical:

1. Disaster Related Damage Component:

{01-004} Room 2 (24 FT x 40 FT):

Building Interior, 6 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed, inoperable due to water infiltration, 0% work completed.

{01-009} Room 8 F-109 (24 FT x 40 FT):

Building Interior, 6 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed, inoperable due to water infiltration, 0% work completed.

2. BBA 2018 Details:

Education Sector Industry Standard:

Lighting Controls - 2018 IECC / Section C405.2 Lighting Controls (Mandatory) C405.2.1 Occupant Sensor Controls.

- a. **Disaster Damage Work Required:** Remove and replace damaged number as noted above per classroom lighting fixtures.
- b. **BBA Pre-disaster condition:** The lighting system in these classrooms was operable prior to the event. Lighting fixtures are powered through an electrical circuit with a commercial type 1 pole lever switch.

- c. **BBA Work required:** Install **one (12) ceiling mounted occupancy sensors** necessary to operate lighting fixture system. The sensor shall be positioned in the ceiling, room area centered to allow for the best functionality. New conduit and corresponding wiring will be necessary for sensor installation. Consider conduit installation to nearest lighting system junction box and wiring of sensor to existing circuit. Considering a minimum of 20ft of EMT conduit and 60ft of existing gauge electrical copper wire (minimum allowable: THWN #12 stranded copper wire). If the corresponding circuit wiring is not accessible, consider conduit and corresponding wiring to the nearest lighting panel board.

HMP WORK Scope:

In order to make the new proposed facility more resilient to withstand future similar event, the applicant is interested and proposed the following mitigation measures:

1. To avoid future damage to the 9,300 SF of ribbed steel roof provide additional anchoring as a supplementary measure. Improve exterior roof metal panels fastening pattern in order to better secure the exterior panels and mitigate damage to building envelope itself and subsequent water infiltration damage.

According to PAPPG, Appendix J: H. Roofs:

- a. Install hurricane clips, fasteners, anchors, straps, and connectors that are compatible with the roof system and corrosion-resistant in coastal areas.
2. Strengthen the high-wind pressure areas (e.g., corner zones, roof soffits, overhang)
2. To avoid future damages to a total of 5,040 SF (960+960+480+960+960+720) in Rooms, 2,3,6,7,8 and 9 of acoustic tiles ceiling provide Acoustical ceilings, fiberglass boards, film faced, 2'x 2' or 2'x 4' sag free and anti-mold acoustic tiles to resist possible water infiltrations as a replacement mitigation from PA acoustic tiles.

5. DI: 195410 - 240 Gimnasio

Repair and restore facilities back to pre- disaster function per the applicant provided method of repair.

PA WORK Scope:

{00-001} Roofing System:

- A. Remove and replace, 4,600 SF of Ribbed sheet metal roofs.

{01-004} Gym Interior (51 FT x 59 FT):

- A. Remove and replace, 1 each of double door, aluminum framed full glass, 6 FT x 7 FT.
- B. Replace, 1,200 SF of ceiling, 2 FT x 4 FT acoustic tile.
- C. Remove and replace, 6 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed.
- D. Remove and replace 100 SF of wall, 5/8 IN thick drywall.

BBA Scope: System: Electrical:

1. Disaster Related Damage Component:

{01-004} Gym Interior (51 FT x 59 FT):

Building Interior, 6 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed, inoperable due to water intrusion, 0% work completed.

2. **BBA 2018 Details:**

Education Sector Industry Standard:

Lighting Controls - 2018 IECC / Section C405.2 Lighting Controls (Mandatory) C405.2.1 Occupant Sensor Controls.

- a. **Disaster Damage Work Required:** Remove and replace damaged number as noted above per classroom lighting fixtures.

HMP WORK Scope:

In order to make the new proposed facility more resilient to withstand future similar event, the applicant is interested and proposed the following mitigation measures:

1. To avoid future damage to the 4,600 SF of ribbed steel roof provide additional anchoring as a supplementary measure. Improve exterior roof metal panels fastening pattern in order to better secure the exterior panels and mitigate damage to building envelope itself and subsequent water infiltration damage.

According to PAPPG, Appendix J: H. Roofs:

- a. Install hurricane clips, fasteners, anchors, straps, and connectors that are compatible with the roof system and corrosion-resistant in coastal areas.
- b. Strengthen the high-wind pressure areas (e.g., corner zones, roof soffits, overhang)
2. To avoid future damages to 1,200 acoustic tiles ceiling provide Acoustical ceilings, fiberglass boards, film faced, 2'x 2' or 2'x 4' sag free and anti-mold acoustic tiles to resist possible water infiltrations as a replacement mitigation from PA acoustic tiles.

6. DI: 209562 - 170 Archivo Central

Repair and restore facilities back to pre- disaster function per the applicant provided method of repair.

PA WORK Scope:

{01-004} Central Archives (24x48):

1. Replace 1,152 SF of ceiling, 2x4 acoustic tile, suspended.

{01-005} Documents Administrative Of ice (8x10):

1. Replace 80 SF of ceiling, 2x4 acoustic tile, suspended.

HMP WORK Scope:

No HMP were eligible as per HM program.

7. DI: 251040 - 180 Finanzas

Repair and restore facilities back to pre- disaster function per the applicant provided method of repair.

PA WORK Scope:

{00-001} Roofing System:

1. Remove and replace 1,760 SF of roofing system, ribbed metal sheet.

{01-001} First Floor:

1. Replace 1,144 SF of ceiling, 2x4 acoustic tile, suspended.

HMP WORK Scope:

In order to make the new proposed facility more resilient to withstand future similar event, the applicant is interested and proposed the following mitigation measures:

1. To avoid future damage to the 1,760 SF of ribbed steel roof provide additional anchoring as a supplementary measure. Improve exterior roof metal panels fastening pattern in order to better secure the exterior panels and mitigate damage to building envelope itself and subsequent water infiltration damage.

According to PAPPG, Appendix J: H. Roofs:

- a. Install hurricane clips, fasteners, anchors, straps, and connectors that are compatible with the roof system and corrosion-resistant in coastal areas.
- b. Strengthen the high-wind pressure areas (e.g., corner zones, roof soffits, overhang).

2. To avoid future damages to 1,144 acoustic tiles ceiling provide Acoustical ceilings, fiberglass boards, film faced, 2'x 2' or 2'x 4' sag free and anti-mold acoustic tiles to resist possible water infiltrations as a replacement mitigation from PA acoustic tiles.

8. DI: 264046 - 015 Edificio Rancho

Repair and restore facilities back to pre- disaster function per the applicant provided method of repair.

PA WORK Scope:

{00-002} Roof:

1. Remove and replace 420 SF of roof, ribbed sheet metal.

{00-003} Exterior Elevations:

1. Remove and replace, column & beam, reinforced concrete, 8x16 IN, 8 FT ta l, 120 LF long.
2. Remove and replace 880 SF of wall, 8 IN CMU.
3. Remove and replace wall, 2x wood frame, 4 FT ta l, 88 LF long.
4. Remove and replace, 352 SF of wall, exterior plywood, ½ IN.
5. Remove and replace, 1 each of door & frame, SC wood, 3 FT x 7 FT.
6. Remove and replace, PVC pipe, ¾ IN dia., 50 LF long.

HMP WORK Scope:

In order to make the new proposed facility more resilient to withstand future similar event, the applicant is interested and proposed the following mitigation measures:

1. To avoid future damage to the 420 SF of ribbed steel roof provide additional anchoring as a supplementary measure. Improve exterior roof metal panels fastening pattern in order to better secure the exterior panels and mitigate damage to building envelope itself and subsequent water infiltration damage.

According to PAPPG, Appendix J: H. Roofs:

- a. Install hurricane clips, fasteners, anchors, straps, and connectors that are compatible with the roof system and corrosion-resistant in coastal areas.
 - b. Strengthen the high-wind pressure areas (e.g., corner zones, roof soffits, overhang)
2. To avoid damage to 352 SF of exterior plywood walls replace them with reinforced CMU walls with painted cement plaster finish to resist better the wind force and water intrusion.

3. To avoid damage to the 3 FT x 7 FT open structure wood door, replaced it with exterior metal door.

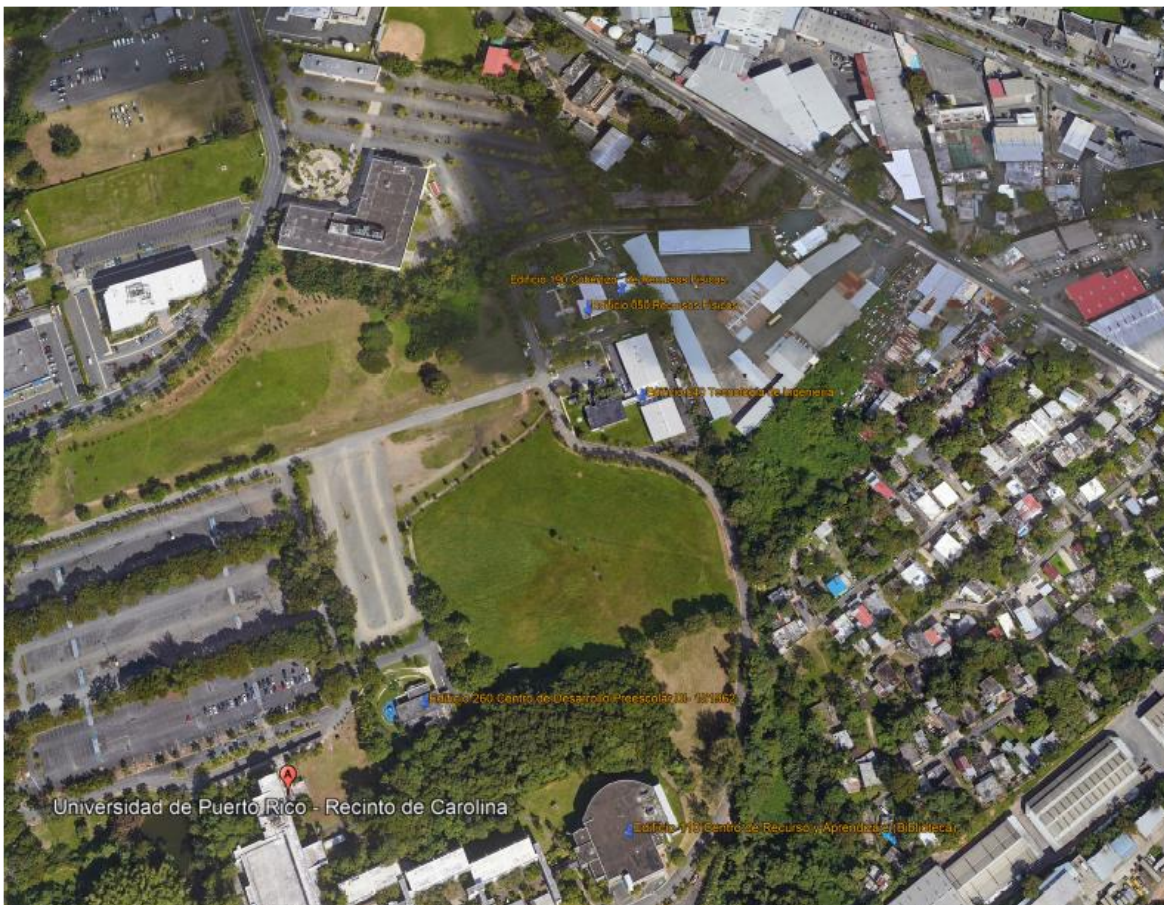
According to PAPPG, Appendix J: I. Doors and Windows:

- a. Replace doors, door frames, hinges, and hardware with wind-resistant units.
4. To avoid damages to 50 Ft, 1 ½ diameter PVC pipe provided supplementary anchoring to new PA provided pipe.

According to PAPPG, Appendix J: F. Non-structural Building Components: Brace interior walls, partitions, parapets, anchor veneer or cladding, suspended light features, drop ceilings, soffits, and other nonstructural elements that could collapse and cause injury or block safe exit of a building during an earthquake or high-wind event.

C. PW 10474

i. Location Plan



ii. Description

1. DI: 151962 - UPR Carolina Edificio 260 Centro de Desarrollo Preescolar

The "Centro de Desarrollo Pre-escolar" building is a 5,280 SF, that was constructed in 2003 (16 years old). This classroom building is a one-story building cast in place concrete building with CMU and/or Gypsum board partitions. Membrane roofing treatment on roof . Double height area at the center of the building. This facility was in operation at the time of the event.

2. DI: 151963 - UPR Carolina Edificio 110 Centro de Recurso y Aprendizaje

The Centro de Recurso y Aprendizaje building is a 74,738 SF, 3-story Library that was constructed in 1990 (29 years old). The building is a cast-in-place reinforced concrete building with 2 FT parapets. The roof is a bituminous built-up roofing membrane. The interior includes reinforced CMU wall partitions. Interior finishes generally consist of suspended acoustic ceiling, plastered and painted walls and vinyl composition tile flooring. The building also includes a 1,064 SF penthouse floor along the east side of the facility that is 10 FT above the main roof level. The penthouse roof is corrugated with galvanized aluminum panels. The building also includes an elevator. This facility was in operation at the time of the event.

3. DI: 209542 - UPR Carolina Edificio 190 Cobertizo de Recursos Físicos.

The "Cobertizo de Recursos Físicos" building is a 2,142 SF, that was constructed in 2015 (4 years old). This carport building is a free-standing open-air structure. The roof is steel frame, girders, and joists, with corrugated galvanized roof. The interior includes a reinforced concrete floor slab on grade. This facility was in operation at the time of the event.

4. DI: 251036 - UPR Carolina Edificio 040 Tecnología de Ingeniería

The Tecnología de Ingeniería building is a 20,159 SF complex, comprised of a 2- story office building, a covered corridor connects 2, one-story mechanic shops. The complex was constructed in 1997 and used for classrooms, academic offices, restrooms, and mechanic workshops. The west wing and main building are a 2-story cast-in-place reinforced concrete building. The roof is a singly-ply, bituminous roofing system with 36 IN overhangs only on the south side and 12 IN parapets. The interior includes reinforced CMU wall partitions with a reinforced concrete floor slab on grade. Interior finishes generally consist of suspended acoustic ceiling, painted drywalls and vinyl composition tile and sealed concrete flooring. A 30 FT long corridor from the main building connects the north and south mechanic workshops, as well as restrooms and open areas. This interconnection area is constructed of cast-in-place reinforced

concrete building with concrete roofing with elastomeric coating. The interior includes concrete ceiling, painted walls, and sealed concrete flooring. The north and south wings are reinforced concrete with CMU exterior walls. The roof has steel frame, girders, and joists with corrugated galvanized panels with exhaust vents. Interior finishes generally consist of suspended acoustic and/or drywall ceiling, CMU or drywall partition walls, and 12 IN x12 IN VCT and sealed concrete floors.

5. DI: 264164 - UPR Carolina Edificio 050 Recursos Físicos

The Recursos Físicos building is a 11,088 SF, 2 story office & mechanic building that was constructed in 1987 (32 years old). The building is a cast-in-place reinforced concrete structure. The roof over the second floor is steel frame, girders and joists, with corrugated galvanized roof. The flat roof over the 1 story section is a built-up bituminous system over metal pan supported by metal joist. The interior includes reinforced CMU wall partitions. Interior finishes generally consist of suspended acoustic and drywall ceilings, plastered and painted walls, and vinyl composition tile and polished cement flooring. This facility was in operation at the time of the event.

iii. SCOPE OF WORK- FEMA

- 1. DI: 151962 - UPR Carolina Edificio 260 Centro de Desarrollo Preescolar**
Repair and restore facilities back to pre-disaster design, function, and capacity (in-kind) within the existing footprint.

PA WORK Scope:

Building Damage:

{00-001} Exterior Paint:

A. Prep and paint 480 SF of exterior paint.

{00-002} Roof - Upper Roof:

A. Remove and replace fascia flashing, 18 IN, 80 LF long.

{00-003} Roof - Lower Roof:

A. Remove and replace roof, flashing, 12 IN, 20 LF long.

{00-004} Lightning:

A. Remove and replace 2 each of exterior light fixture cover.

B. Remove and replace 2 each of aluminum electrical light pole.

{01-001} Closet #1 (12 FT x 3.5 FT):

A. Remove and replace 42 SF of closet ceiling.

{01-002} Closet #2 (12 FT x 3.5 FT):

A. Remove and replace 5 each of wood shelves, 12 FT long x 1 FT wide.

Lead & Asbestos:

HMP WORK Scope:

In order to make the new proposed facility more resilient to withstand future similar event, the applicant is interested and proposed the following mitigation measures:

1. (S) SUPPLEMENTARY: 20SF. Building Structure. Consider adding hurricane resistant fasteners roof and metal framing to add resiliency through load path continuity structure and damage cause by WDR or HW. Fasteners are to be most effective but improvements to the fastening pattern on the roof should be focused on Zones 3 and 2 of repetitive HMP. See HM-CE supporting files.

2. R) REPLACE: 2 EA. Instead of Floodlights, metal halide, 400 watts. Supply and install exterior luminaries equal or similar to 400W Watt LED Stadium Lights (RG-Stadium-I-400W) By LED Light Expert. The Hazard Mitigation propose replace existing damage luminaries using strengthen luminaries, items and/or elements subjects to very high-wind pressure. EPA (Effective Projected Area) is a coefficient used by the lighting industry to determine how much force a luminaire will apply to the mounting brackets or pole at a given wind velocity. Typical existing lights fixtures have an EPA from 2.69 – 2.90 SF, new available lights fixture have 1.49 SF EPA for outdoors areas. See HM-CE supporting files.

3. (S) SUPPLEMENTARY: 1EA. Consider adding Concrete base, including excavation and backfill when replace damaged poles and components with units that are more resistant to high velocity wind and wind driven rain to prevent future similar damages.

2. DI: 151963 - UPR Carolina Edificio 110 Centro de Recurso y Aprendizaje

Repair and restore facilities back to pre-disaster design, function, and capacity (in-kind) within the existing footprint.

PA WORK Scope:

Building Damage:

{00-001} General:

A. Prep and paint 21,940 SF of exterior painted surface.

{00-002} Roofing System:

A. Remove and replace 2,494 SF of modified bitumen roof with granular surface.

B. Remove and replace 960 SF of corrugated galvanized aluminum (penthouse).

C. Remove and replace roof flashing, 26-gauge, 12 IN, 400 LF long.

D. Remove and replace 1 each of door & frame.

E. Replace 3 each of Calentador solar panels.

- F. Remove and replace 1 each of fume extractor cap.
- G. Remove and replace 16 SF of metal cap.
- H. Remove and replace 1 each of disconnect switch, 50 AMP.

{00-003} General:

- A. Prep and paint 752 SF of interior painted surfaces.

{01-004} Third Floor Café Bar (23 FT x 36 FT):

- A. Replace 12 SF of ceiling, 2 FT x 4 FT acoustic tile.

{01-005} Third Floor Room AH301 (25 FT x 25 FT):

- A. Remove and replace 2 each of light, 2 FT x 2 FT fluorescent, 2 tube.

{01-006} Third Floor Room AH 304 International Kitchen Classroom (30 FT x 72 FT):

- A. Repair ceiling, 1/4 IN thick plaster, crack, 4 LF long.

{02-008} Second Floor, Conference Room E (57 FT x 124 FT):

- A. Replace 7,068 SF of ceiling, 2 FT x 4 FT acoustic tile.
- B. Repair wall, 1/4 IN thick plaster, crack, 10 LF long.

{03-008} First Floor Large Area (57 FT x 124 FT):

- A. Replace 7,068 SF of ceiling, 2 FT x 4 FT acoustic tile.

{03-008} First Floor Room Large Area (57 FT x 124 FT):

- A. Repair wall, 1/4 IN thick plaster, 10 LF long.
- B. Remove and replace 40 each of light, 2 FT x 4 FT fluorescent, 4 tubes.

{03-009} First Floor Room A-1 (10 FT x 12 FT):

- A. Remove and replace base, 4 IN vinyl, 44 LF long.

{03-010} First Floor Room A-4 (12 FT x 14 FT):

- A. Replace 168 SF of ceiling, 2 FT x 2 FT acoustic tile.

{03-011} First Floor Room B-1 (11 FT x 14 FT):

- A. Replace 154 SF of ceiling, 2 FT x 2 FT acoustic tile.

{03-012} First Floor Room B-5 (10 FT x 21 FT):

- A. Replace 210 SF of ceiling, 2 FT x 2 FT acoustic tile.

Vehicle or Equipment Damage:

Roof Top Mechanical:

- A. Remove and replace 4 each of motors, 3 Phase - 230-volt exhaust fans 1-4 of the air extractor system.
- B. Remove and replace 4 each of combination of switch and magnetic starters, nema 3r enclosure, size 1, 250 V exhaust fans 1-4 of the air extractor system.

- C. Remove and replace 2 IN insulation and metal cladding of chilled water piping (6 IN DIA, carbon steel), 30 FT long.
- D. Remove and replace chilled water piping metal cladding (6 IN DIA, carbon steel with 2 IN insulation), 90 FT long.
- E. Remove and replace 1 each of 5 HP, 480 V, 3 phase, Frame 254T chilled water pump P-1.
- F. Remove and replace 1 each of Penn Bary FMX 3OB, 2 HP, 480 V, 3 phase kitchen hood downdraft exhaust fan.

Lead & Asbestos:

Roofing Materials:

- 1. Asphaltic, Bituminous, SBS, Mastic Sealant, polyolefins , Asbestos Removal: Roof waterproofing systems 2494 SF

Interior and Exterior Finishes:

- 1. Vinyl floor tiles 1st flr A-1, Asbestos Removal: Floor & Wall-Vinyl floor tiles 14.67 SF
- 2. Plasters (3/8 IN Stucco Finish) 2nd flr Conf Rm E, 3rd flr AH 304 Int Kit Cls, 1st fl Lrg Rm, Asbestos Removal: Stucco Walls 6 SF

HMP WORK Scope:

In order to make the new proposed facility more resilient to withstand future similar event, the applicant is interested and proposed the following mitigation measures:

- 1. (S) SUPPLEMENTARY: 22,832 SF. All of accumulative area in this damage inventory added. Exterior and interior damage. Consider adding waterproof coating for walls and structures equal or similar to Waterproof sealer for exterior concrete masonry, includes primer and two coats to avoid future damage due to high winds and winds driven rain and water intrusion.
- 2. (S) SUPPLEMENTARY. 4EA. Supplying and installing a surge suppressor protective device will help prevent damage to electronic equipment from voltage fluctuations and power surges caused by heavy rain and high velocity wind events. HM-CE supporting files.
- 3. (S) SUPPLEMENTARY. 5EA. Supplying and installing or adding Scupper roof drains to a flat roof will help improve drainage capacity and reduce ponding. This will prevent damage to the roof and subsequent damage to the interior from water infiltration.
- 4. (S) SUPPLEMENTARY. 1EA. Supply and install all for equipment description: condenser or exhaust fan to concrete roof slab/metal roof deck using an anchoring system such as wire rope tie downs to prevent overturning and displacement that can cause damages to waterproofing system and subsequent water infiltration.

BBA Scope of Work:

System: Electrical Lighting control

1. Disaster Related Damage Component:

{03-008} First Floor Room Large Area (57 FT x 124 FT): Building Interior, 40 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed, inoperable due to water infiltration, 0% work completed.

2. BBA 2018 Details:

a. Disaster Damage Work Required: Remove and replace damaged number as noted above per classroom lighting fixtures.

BBA Work required: Install twelve (12) ceiling mounted occupancy sensors one (1) per 600 SF of room area - damaged lighting is functional dependent on sensor to meet code requirement. Depending on the room sizes, several occupancy sensors will be necessary to operate the lighting fixture system. The sensor shall be positioned in the ceiling, room area for best functionality.

3. DI: 209542 -UPR Carolina Edificio 190 Cobertizo de Recursos Físicos

Repair and restore facilities back to pre-disaster design, function, and capacity (in-kind) within the existing footprint.

PA WORK Scope:

Building Damage:

{00-001} Roofing System:

A. Remove and replace gutter, Alum, 4 IN x 4 IN., 65 LF long.

HMP WORK Scope:

In order to make the new proposed facility more resilient to withstand future similar event, the applicant is interested and proposed the following mitigation measures:

1. (S) SUPPLEMENTARY: 65SF. Consider adding more gutter or downspouts hanger spacing to strengthen or decrease hanger spacing to avoid future damage due to high winds. See HM-CE supporting files.

3. DI: 251036 - UPR Carolina Edificio 040 Tecnología de Ingeniería

PA WORK Scope:

Building Damage:

{00-001} General:

- A. Prepare and paint 7,920 SF of exterior painted surface.
- B. Replace 1 each of electrical, J-box, 12 IN x 12 IN x 4 IN.

C. Remove and replace 1,620 SF of overhead door, 14 FT x 18 FT.

{00-002} Roofing System:

A. Remove and replace 4,324 SF of modified bitumen roof with granular surface.

B. Remove and replace 15,520 SF of roof, corrugated galvanized panels with .05957 pitch (northwest end of building).

{00-003} General:

A. Prep and paint 23,760 SF of interior painted surfaces.

{02-004} First Floor Room – Classroom (21 FT x 27 FT):

A. Remove and replace 560 SF of ceiling, 2 FT x 4 FT acoustic tile.

{02-005} First Floor Room – Corridor (11 FT x 80 FT):

A. Repair 800 SF of ceiling, 1/4 IN thick plaster.

B. Remove and replace 320 SF of wall, 5/8 IN thick drywall.

HMP WORK Scope:

In order to make the new proposed facility more resilient to withstand future similar event, the applicant is interested and proposed the following mitigation measures:

1. (S) SUPPLEMENTARY: 32,480 SF. All of accumulative area in this damage inventory added. Exterior and interior damage. Consider adding waterproof coating for walls and structures equal or similar to Waterproof sealer for exterior concrete masonry, includes primer and two coats to avoid future damage due to high winds and winds driven rain and water intrusion.
2. (S) SUPPLEMENTARY. 9 EA. Supply and install or adding Scupper roof drains to a flat roof will help improve drainage capacity and reduce ponding. This will prevent damage to the roof and subsequent damages to the interior from water infiltration.
3. (S) SUPPLEMENTARY: 15520 SF. Building Structure. Consider adding hurricane resistant fasteners roof and metal framing to add resiliency through load path continuity structure and damage cause by WDR or HW. Fasteners are to be most effective but improvements to the fastening pattern on the roof should be focused on Zones 3 and 2 of repetitive HMP. See HM-CE supporting files.

4. DI: 264164 - UPR Carolina Edificio 050 Recursos Físicos

PA WORK Scope:

Building Damage:

{00-001} General:

- A. Prep and paint 1,716 SF of exterior painted surface.
- B. Remove and replace 4 each of the windows, plastic guard, 2 FT x 4 FT.
- C. Remove and replace 1 each of roll-up metal doors, 12 FT x 14 FT.
- D. Remove and replace metal facia - 16 IN wide, 30 LF long.

{00-002} Roofing System:

- A. Remove and replace 1,619 SF of corrugated galvanized flat interlocking sheets with a low pitch.
- B. Remove and replace 1,772 SF of roof flashing, 26 GA, 4 IN
- C. Remove and replace 4 each of gutters, PVC, 2 IN dia. x 12 FT pipe.
- D. Remove and replace 4 each of gutter, PVC, 2 IN dia. x 1 FT pipe.
- E. Remove and replace 8 each of elbow, PVC, 2 IN dia. X 6 IN pipe.

{00-003} General:

- A. Prep and paint 2,496 SF of interior painted surfaces.

{01-006} Second Floor Room 04-2 Ladies Restroom (11 FT x 17 FT):

- A. Remove and replace 340 SF of ceiling, linear metal planks.

{01-006} Second Floor Room 04-2 Ladies Restroom (13 FT x 17 FT):

- A. Prep and paint 54 SF of wall, concrete surfacing.

{01-008} Second Floor Room 06-2 (66 FT x 84 FT):

- A. Replace 480 SF of ceiling, 2 FT x 4 FT acoustic tile.
- B. Remove and replace 1 each of door & frame, HC, wood, wood frame.
- C. Remove and replace base, 4 IN vinyl, 54 LF long.
- D. Replace duct insulation wrap, 6 FT long x 4 FT wide x 1.5 IN deep.

{01-009} Second Floor Storage Room (9 FT x 10 FT):

- A. Replace 40 SF of ceiling, 2 FT x 4 FT acoustic tile.
- B. Remove and replace 1 each of door & frame, HC, wood frame, painted.
- C. Remove and replace base, 4 IN vinyl, 18 LF long.

{01-010} Second Floor Room 08-02 (12 FT x 14 FT):

- A. Replace 168 SF of ceiling, 2 FT x 4 FT acoustic tile.
- B. Remove and replace base, 4 IN, vinyl, 52 LF long.
- C. Remove and replace 168 SF of floor, vinyl composition tile (VCT), 12 IN x 12 IN.
- D. Replace duct insulation wrap, 6 FT long x 4 FT wide x 1.5 IN deep.

{01-011} Second Floor Room 09-02 (66 FT x 84 FT):

- A. Replace 168 SF of ceiling, 2x4 FT acoustic tile.
- B. Replace duct insulation wrap, 8 FT long x 4 FT wide x 1.5 IN deep.

{01-012} Second Floor Room 10-02 (66 FT x 84 FT):

- A. Replace 168 SF of ceiling, 2 FT x 4 FT acoustic tile.
- B. Replace duct insulation wrap, 6 FT long x 4 FT wide x 1.5 IN deep.

{01-013} Second Floor Room 11-02 (12 FT x 14 FT):

- A. Remove and replace 1 each of light, 2 FT x 4 FT fluorescent, 4 tube.

{01-013} Second Floor Room 11-02 (66 FT x 84 FT):

- A. Replace 56 SF of ceiling, 2 FT x 4 FT acoustic tile.

{01-016} Second Floor Room 14-02 (11 FT x 12 FT):

- A. Replace 75 SF of wall, cardboard honeycomb panel.

{01-016} Second Floor Room 14-02 (11 FT x 12 FT):

- A. Replace 75 SF of ceiling, 2 FT x 4 FT acoustic tile.

{01-017} Second Floor Hall Room 20-02 A (7 FT x 24 FT):

- A. Replace 80 SF of fascia 5/8 IN thick drywall.
- B. Replace 320 SF of wall, 5/8 IN thick drywall.

{01-018} Second Floor Room 20-02 B (12 FT x 12 FT):

- A. Replace 192 SF of wall, 5/8 IN thick drywall.

{02-019} First Floor Room Lobby (25 FT x 29 FT):

- A. Replace wall, 5/8 IN thick drywall, 4 FT wide x 9 FT high.

{02-024} First Floor Room 02-01:

A. Replace duct insulation wrap, 5 FT long x 2 FT wide x 1.5 IN deep.

{02-024} First Floor Room 02-01 (13 FT x 21 FT):

- A. Replace 273 SF of ceiling, 5/8 IN thick drywall.
- B. Replace 360 SF of wall 5/8 IN thick drywall.
- C. Remove and replace 1 each of door & frame, HC, wood frame, painted.

{02-025} First Floor Room 02-02 (13 FT x 21 FT):

- A. Replace 50 SF of ceiling, 5/8 IN thick drywall.
- B. Replace 10 SF of wall 5/8 IN thick drywall.

{02-025} First Floor Room 03-01 Workshop # 1 (19 FT x 30 FT):

- A. Replace 490 SF of ceiling, 5/8 IN thick drywall.
- B. Repair 532 SF of wall, 1/4 IN thick plaster.

{02-025} First Floor Room 03-01 Workshop # 2 (13 FT x 21 FT):

- A. Replace 273 SF of ceiling, 5/8 IN thick drywall.

{02-026} First Floor Room 04-01 (21 FT x 21 FT):

- A. Replace 1,176 SF of wall, 5/8 IN thick drywall.

{02-026} First Floor Room 04-01 Storage (21 FT x 21 FT):

- A. Replace 441 SF of ceiling, 5/8 IN thick drywall.

{02-027} First Floor Room 05-01 Garage (24 FT x 39 FT):

- A. Remove and replace 1 each of light, 2 FT x 4 FT LED.

{03-028} Mold:

- A. Restore 1,716 SF of facility square footage has visibility of mold presence.
- B. interior and exterior. (See project note #7).

HMP WORK Scope:

In order to make the new proposed facility more resilient to withstand future similar event, the applicant is interested and proposed the following mitigation measures:

1. (S) SUPPLEMENTARY: 8,385 SF. All of accumulative area in this damage inventory added. Exterior and interior damage. Consider adding waterproof coating for walls and structures equal or similar to Waterproof sealer for exterior concrete masonry, includes primer and two coats to avoid future damage due to high winds and winds driven rain and water intrusion.
2. (S) SUPPLEMENTARY: 3,791 SF. Building Structure. Consider adding hurricane resistant fasteners roof and metal framing to add resiliency through load path continuity structure and damage cause by WDR or HW. Fasteners are to be most effective but improvements to the fastening pattern on the roof should be focused on Zones 3 and 2 of repetitive HMP.
3. (S) SUPPLEMENTARY: 212SF. Consider adding more gutter or downspouts hanger spacing to strengthen or decrease hanger spacing to avoid future damage due to high winds.

D. PW 10553

i. Location Plan



ii. Description

1. DI: 151957 - UPR Carolina Edificio 100 Administración

The Administración building is a 63,186 SF, 3 story office building that was constructed in 1987 (32 years old). The building is a site cast-in-place reinforced concrete building with 4 FT parapet and 6 FT overhangs. The roof is reinforced concrete with a bituminous built-up roof system and smoked sky light system located on the east side of roof in linear arrangement. The building consists of an auditorium and cafeteria located only on the first floor, but academic classrooms, academic offices, restrooms, and storage are located on all floors. The exterior of the building is mostly 1/4 IN thick plaster covering concrete and glass windows. The interior includes reinforced CMU wall partitions with reinforced concrete slab on grade. Interior finishes generally consist of suspended acoustic ceiling, painted concrete or drywall, and ceramic and vinyl composition tile flooring. On the north side of the building is a 15 FT x 175 FT canopy with a ribbed metal roof and concrete footings,

which is attached to the Administration Building and Art Gallery that has its own separate entrance. The building has 3 elevators which provide access to all floors. This facility was in operation at the time of the event. Approx. Year Built: 1987, GPS Latitude/Longitude: 18.39251, -65.99019

2. DI: 195411- UPR Carolina Edificio 270 Canchas

The "Canchas" building is an 8,018 SF, that was constructed in 2002 (17 years old). This court building is a single-story steel framed, steel ribbed sheet metal sided and open sided with a steel ribbed sheet metal. The interior has a reinforced concrete floor slab on grade. Basketball court with covered bleachers. Located on the east side is an outdoor basketball court on a concrete slab. This facility was in operation at the time of the event. Approx. Year Built: 2014, GPS Latitude/Longitude: 18.39069, -65.99076

3. DI: 195412 - UPR Carolina Edificio 280 Laboratorio de Ciencias Forenses

The Laboratorio de Ciencias Forenses building is a 4,000 SF, one-story education building that was constructed in 2001 (18 years old). The building is a prefabricated wood framed/ cement board paneled building with a modified bitumen clad plywood sheathed roof. The interior includes gypsum.

board and wood paneling. Interior finishes generally consist of suspended acoustic ceiling, wood panel and painted gypsum board walls, and vinyl composition tile flooring. The facility is composed of three manufactured buildings configured for single to multiple classrooms, laboratories, storage, and restrooms. The building started as temporary structures but has remain permanent with no plans for replacement. This facility was in operation at the time of the event. Approx. Year Built: 2001, GPS Latitude/Longitude: 18.39098, -65.99095

4. DI: 251033 - UPR Carolina Edificio 030 Ciencias Naturales & ADEM-SOFI

The Ciencias Naturales & ADEM-SOFI Department is comprised of 3 buildings and a stairwell for a total of 18,057 SF that was constructed in 1987 (32 years old). Each building has 3 floors used for classrooms, science labs, restrooms, and academic offices with the exception of the stairwell. The buildings are cast-in-place reinforced concrete with 18 IN parapets and 6 FT overhangs. The roofs are modified bitumen roofing systems with granular surfaces. The interiors' includes reinforced CMU wall partitions. Interiors' finishes generally consist of suspended acoustic ceilings, concrete, drywall and painted walls and vinyl composition tiles flooring. This facility was in operation at the time of the event. Approx. Year Built: 1987, GPS Latitude/Longitude: 18.39133, -65.99049

iii. SCOPE OF WORK- FEMA

1. DI: 151957 - UPR Carolina Edificio 100 Administración

Repair and restore facilities back to pre-disaster design, function, and capacity (in-kind) within the existing footprint.

PA WORK Scope:

{00-001} General:

A. Prepare and paint, 1,732 SF of exterior painted surfaces.

{00-003} Roofing System:

A. Remove and replace 5,478 SF of bituminous built-up roof system (BUR) single-ply membrane. See scope note 1.

B. Remove and replace 150 SF of sky light smoked panels, 2 FT long x 6 FT wide.

C. Remove and replace 27,000 SF of single-ply membrane.

{00-004} General:

A. Prepare and paint 5,720 SF of interior painted surfaces.

{01-005} Third Floor Chancellor Office (30 FT x 35 FT):

A. Remove and replace, 1,050 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended.

B. Remove and replace, 12 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed. See Scope note 2.

C. Remove and replace, base, vinyl, 4 IN, 130 LFlong.

{01-005} Third Floor Chancellor's Office (30 FT x 35 FT):

A. Remove and replace, 300 SF of floor, vinyl composition tile (VCT), (1ft x 1ft) 300sqf.

{01-007} Third floor men's bathroom (14ft x 14ft):

A. Scrape and repaint, 56 SF of ceiling section 4 feet wide 14 feet long.

{01-008} Third floor women's bathroom (14ft x 14ft):

A. Remove and replace 16 SF of 2in x 2in ceramic floor.

{01-010} Third Floor Academic Affairs Office (24 FT x 61 FT):

A. Remove and replace, 672 SF of floor, vinyl composition tile (VCT), 12 INx 12 IN.

B. Remove and replace 480 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended.

{01-013} Third Floor Registrar Office (24 FT x 45 FT):

A. Prepare and paint 1 each of door & frame, HC, metal frame,

Initials _____

painted, 3 FT x 0 IN 7 FT x 0 IN (3070).

B. Remove and replace, 336 SF of floor, vinyl composition tile (VCT), 12 IN x 12 IN.

C. Remove and replace, base, vinyl, 4 IN, 90 LFlong.

{02-014} Second Floor Main Hallway (20x290):

A. Remove and replace, 2 each of light, 6 IN DIA LED, surface mount.

B. Prepare and paint 2,900 SF of ceiling.

{02-015} Second Floor Hall #1 (6 FT x 130 FT) (See note 12):

A. Remove and replace 1,080 SF of ceiling, 2 FT x 2 FT acoustic tile, suspended.

B. Remove and replace, 4 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed.

{02-016} Second Floor Hall #2 (5 FT x 84 FT) (See note 12):

A. Remove and replace 420 SF of ceiling, 2 FT x 2 FT acoustic tile.

B. Remove and replace, 6 each of light, 2 FT x 4 FT fluorescent.

{03-021} First Floor Professor Office Area (75 FT x 135 FT):

A. Remove and replace 224 SF of ceiling, 2 FT x 4 FT acoustic tile.

B. Remove and replace, 12 each of light, 2 FT x 4 FT fluorescent.

C. Remove, replace, and paint, 210 SF of wall, 5/8 IN thick drywall.

{03-022} First Floor Auditorium (40 FT x 96 FT):

A. Remove, replace, and paint, 210 SF of wall, 5/8 IN thick drywall.

B. Prepare and paint 240 SF of walls.

C. Remove and replace, 1 each of Theater main entrance 36-inch-wide double entrance doors 6'8" high.

D. Repair and repainted, 60 SF of spalling plaster wall of Theater emergency exit.

E. Remove and replace 240 SF of 2 x 4 acoustic ceiling panels.

{03-023} First Floor Women's Backstage Area (14 FT x 16 FT):

A. Remove and replace 224 SF of ceiling, 2 FT x 4 FT acoustic tile.

B. Remove and replace, 4 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed. See scope note 2.

{03-024} First Floor Men's Backstage Area (14 FT x 16 FT):

A. Remove and replace 224 SF of ceiling, 2 FT x 4 FT acoustic tile.

B. Remove and replace, 4 each of light, 2 FT x 4 FT fluorescent, 4 tube. See scope note 2.

{03-025} First Floor Dance Practice Room (32 FT x 33 FT):

A. Remove and replace 10 each of ceiling, 2 FT x 4 FT acoustic tile.

{03-031} First Floor Cafeteria (60 FT x 68 FT):

A. Remove and replace 40 SF of ceiling, 2 FT x 4 FT acoustic tile.

B. Remove and replace 12 SF of ceramic floor tile.

C. Remove and replace, 29 each of 2-tube 2 ft x 4 ft florescent fixtures.

{03-032} First floor main hallway (20ft x 290ft):

A. Prepare and paint 2,900 SF of ceiling.

{03-034} Cultural affairs office (32ft x 40ft):

A. Remove and replace 1,280 SF of Replace 2x4 acoustic panel ceiling.

B. Remove and replace, 12 each of 2 x 4 grid mounted florescent lights. See scope note 2.

{03-035} Medical services office (25ft x 40ft):

A. Remove and replace 50 SF sheet rock.

BBA Scope:

System: Electrical:

1. Disaster Related Damage Component:

Damage Component	Location/Grouping	Component Description	Damage Description
Building Interior	{01-005} Third Floor Chancellor Office (30 FT x 35 FT)	12 each of light, 2 FT x 4 FT florescent, 4 tube, recessed	electrical components inoperable due to water infiltration
Building Interior	{03-023} First Floor Women's Backstage Area (14 FT x 16 FT)	4 each of light, 2 FT x 4 FT florescent, 4 tube, recessed	electrical components failed due to water infiltration
Building Interior	{03-024} First Floor Men's Backstage Area (14 FT x 16 FT)	4 each of light, 2 FT x 4 FT florescent, 4 tube, recessed	electrical component failed due to water infiltration

Building Interior	{03-021} First Floor Professor Office Area (75 FT x 135 FT)	12 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed	electrical component failed due to water infiltration
Building Interior	{03-034} Cultural affairs office (32ft x 40ft)	12 each of Replace twelve 2 x 4 grid mounted fluorescent lights	ruined by water infiltration

2. BBA 2018 Details:

Lighting Controls - 2018 IECC / Section C405.2 Lighting Controls (Mandatory)

C405.2.1 Occupant Sensor Controls.

Education Sector Industry Standard:

- a. Disaster Damage Work Required: Remove and replace damaged number as noted above per classroom lighting fixtures.
- b. BBA Pre-disaster condition: The lighting system in this classroom was operable prior to the event. Lighting fixtures are powered through an electrical circuit with a commercial type 1 pole lever switch.
- c. BBA Work required: Install five (5) ceiling mounted occupancy sensors one (1) for each room -damaged lighting is functional dependent on sensor to meet code requirement. Due to the room size (156 SF), 1 ea. occupancy sensor will be necessary to operate the lighting fixture system. The sensor shall be positioned in the ceiling, room area centered to allow for the best functionality. New conduit and corresponding wiring will be necessary for sensor installation. Consider conduit installation to nearest lighting system junction box and wiring of sensor to existing circuit. Considering a minimum of 20ft of EMT conduit and 60ft of existing gauge electrical copper wire (minimum allowable: THWN #12 stranded copper wire). If the corresponding circuit wiring is not accessible, consider conduit and corresponding wiring to the nearest lighting panel board.

HMP WORK Scope:

In order to make the new proposed facility more resilient to withstand future similar event, the applicant is interested and proposed the following mitigation measures:

- 1. Install 732 L.F. of Termination Bar attached with 1/4 inches diameter x 2 inches long of zinc plated fasteners spaced every 8 inches. This mitigation will prevent detachment of waterproofing membrane and subsequent damages to the interior from water infiltration.

2. Install 732 LF of non-corrosive metal cap flashing along parapet wall to prevent roof waterproofing membrane detachment and water infiltration through cracked plaster. Anchor flashing to parapet at both sides every 8".
3. Correct slope on 33,954 S.F. of flat roof using tapered lightweight concrete to improve drainage and prevent water damage to the roof waterproofing system and waterinfiltration.

2. DI: 195411 - UPR Carolina Edificio 270 Canchas

Repair and restore facilities back to pre-disaster design, function, and capacity (in-kind) within the existing footprint.

PA WORK Scope:

Building Damage:

Flooring:

- A. Remove and replace, 4,200 SF of selected material basketball court floor tiles, 84 FT long x 50 FT wide.

3. DI: 195412 - UPR Carolina Edificio 280 Laboratorio de Ciencias Forenses

Repair and restore facilities back to pre-disaster design, function, and capacity (in-kind) within the existing footprint.

PA WORK Scope:

Building Damage:

{00-001} General (40 FT x 100 FT):

- A. Remove, replace and paint, 16 SF of wall, 3/8" gypsum paneling, 4 FT long x 4 FT high.

{00-001} General:

- A. Remove and replace, 16 SF of Insulation, 4 FT long x 4 FT high.
- B. Remove and replace, 1 each of window, 3 FT x 4 FT glass, single pane, 4 FT long x 3 FT high.
- C. Remove and replace wood trim at base of building, 140 LF long.
- D. Remove and replace wood trim around windows, 28 LF long.

{01-001} Main classroom/lab (21 FT x 28 FT):

- A. Remove and replace, 225 SF of 3/8 IN wood panel on wall, 30 FT long x 7.5 FT high.
- B. Remove and replace, base, 4 IN vinyl, 30 LF long.
- C. Remove and replace, 100 SF of floor, vinyl composition tile (VCT), 12 IN x 12 IN, 10 FT long x 10 FT wide.

{01-002} Lab room # 4 (12 FT x 28 FT):

A. Remove and replace 6 each of ceiling, 2FT x 4FT acoustic tiles, suspended.

{01-002A} Office room #4 (12 FT x 28 FT):

A. Remove and replace, 40 SF of floor, vinyl composition tile (VCT), 12 IN x 12 IN, 4 FT long x 10 FT wide.

{01-003} Lab room # 6 (12 FT x 28 FT):

A. Remove and replace 8 each of ceiling, 2 FT x 4 FT acoustic tile, suspended.

{01-004} Women restroom waiting area (8 FT x 10 FT):

A. Remove and replace 6 each of ceiling, 2 FT x 4 FT acoustic tile, suspended.

{01-004A} Women restroom (12 FT x 18 FT):

A. Remove and replace, 10 each of ceiling, 2 FT x 4 FT acoustic tile, suspended.

{03-001} Mold (40 FT x 100 FT):

A. Remediate 4,100 SF of facility square footage with mold presence.

4. DI: 251033 - UPR Carolina Edificio 030 Ciencias Naturales & ADEM-SOFI

Repair and restore facilities back to pre-disaster design, function, and capacity (in-kind) within the existing footprint.

PA WORK Scope:

{00-001} General:

A. Prepare and paint, 9,056 SF of exterior painted surfaces.

B. Prepare and paint 40 SF of ceiling, concrete surface.

{00-002} Roofing System:

A. Remove and replace 1,827 SF of reinforced steel concrete roof with BUR membrane on top.

B. Remove and replace, 4 each of roof skylight 6 FT x 6 FT.

C. Remove and replace, roof exhaust system 14 IN diameter CPVC, 100 LF long.

D. Remove and replace, 10 each of roof exhaust systems 14 IN diameter CPVC Y's.

E. Remove and replace 10 each of roof exhaust systems 14 IN diameter CPVC glue and bolt flanges.

F. Remove and replace 10 each of roof exhaust system 14 IN diameter CPVC couplings.

{01-004} Third Floor Lab Room S-301 (24 FT x42 FT):

A. Repair, prepare and paint, 40 SF of ceiling, concrete (2 FT wide x 20 FT long).

{01-006} Third Floor Classroom S-303 (24 FT x 42 FT):

A. Remove and replace 18 SF of ceiling, 2 FT x 2 FT acoustic tile, suspended.

{01-007} Third Floor Room S-304 (22 FT x 40 FT):

A. Repair, prepare and paint, 88 SF of ceiling, concrete.

{02-008} Second Floor Room CN-201 (24 FT x 42 FT):

A. Repair, prepare and paint, 10 SF of ceiling, concrete (2 FT wide x 5 FT long).

{02-009} Second Floor Room CN-202 (24 FT x 42 FT):

A. Repair, prepare and paint, 70 SF of wall, concrete, column (5 FT wide x 14 FT long).

{03-012} First Floor ADEM Room 101 (22 FT x 42 FT):

A. Remove and replace 150 SF of ceiling, 2 FT x 2 FT acoustic tile, suspended.

B. Remove and replace, 32 SF of floor, vinyl composition tile (VCT), 12 IN x12 IN.

{03-013} First Floor ADEM Room 103 (23 FT x 42 FT):

A. Remove and replace, 72 SF of ceiling, 2 FT x 2 FT acoustic tile, suspended.

{04-014} Mold Abatement:

A. Remediate, 3,400 SF of facility square footage has visibility of mold presence.

Vehicle or Equipment Damage:

Natural Science Building:

A. Remove and replace t, 1 each of 1.5 HP, 480 V, 3 phase, Frame 56HC blower motor for AHU #7.

B. Remove and replace, 1 each of ARMSTRONG 4002528-283, NEMA 12-12, Frame 215JP, 10 HP, RPM 1,460, 190/380-415 V chilled water pump P-1.

- C. Remove and replace, 1 each of U.S. ELECTRICAL MOTORS A933A/UT FNCL, 15 HP, 3 phase, Frame 254T, 208/230-460 V chilled water pump P-2.
- D. Remove and replace, 2 IN insulation of chilled water piping (6 IN DIA, carbon steel), covered with metal cladding, 16 FT & 24 FT, ground floor, 40 FT long.
- E. Remove and replace, 4 each of Exhaust Fan: Harrington EFB11, 1,200 CFM, 1225N/ Motor: one (1) phase, 0.5 HP, 230 V exhaust fan, tower fume hoods.
- F. Remove and replace, 4 each Exhaust Fan: Texel Chemical, 18A01000033A, 6,550 CFM/ Motor: one (1) phase, 0.5 HP, 230 V exhaust fan, tower fume hoods.

HMP WORK Scope:

In order to make the new proposed facility more resilient to withstand future similar event, the applicant is interested and proposed the following mitigation measures:

1. Install 892 L.F. of Termination Bar attached with 1/4 inches diameter x 2 inches long of zinc plated fasteners spaced every 8 inches. This mitigation will prevent detachment of waterproofing membrane and subsequent damages to the interior from water infiltration.
2. Install 892 LF of non-corrosive metal cap flashing along parapet wall to prevent roof waterproofing membrane detachment and water infiltration through cracked plaster. Anchor flashing to parapet at both sides every 8".
3. Correct slope on 1,827 S.F. of flat roof using tapered lightweight concrete to improve drainage and prevent water damage to the roof waterproofing system and water infiltration.

23. APPENDIX G

FEMA Alternative Procedures

PLEASE [CLICK HERE](#)

END OF DOCUMENT