

**UNIVERSITY OF PUERTO RICO
CENTRAL ADMINISTRATION
NOTICE OF REQUEST FOR PROPOSAL RFP #DRO 24-029 / B00018
DESIGN AND SUPERVISION SERVICES**

Timeline:

RFP publication date: February 7, 2024

Site Visit (Not Compulsory): February 14, 2024, Time: 10:00 am
Location: Administrative Office
Coordinate: (18.146477, -65.838606)

**Deadline for Request
for Information by email:** February 21, 2024, Time: on or before 4:30pm.

**Response for Request
for Information by email:** February 28, 2024, Time: on or before 4:30pm.

The proposal must be submitted **by email on or before 11:59pm (AST) on March 12, 2024**. Address the indicated contacts in Section II (Mr. Julio Collazo Rivera, attention to Eng. Eliezer Collazo Ortiz). [The University of Puerto Rico \(UPR\) will accept offers via email in digital PDF format at uprecovery.rfp@upr.edu.](mailto:uprecovery.rfp@upr.edu)




The UPR is working towards its recovery, which requires the issuance of this Request for Proposal for Design and Supervision Services for the UPR Recovery Project **B00018 - DRO-02-2024-HUM- Reconditioning and Repairs of PH and NH Group 02 Buildings at the University of Puerto Rico in Humacao 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. All design development should take into consideration that this building is registered in the National Register of Historic Buildings

Oficina de
Desarrollo
Físico e
Infraestructura

The project considers two Project Worksheets (7001 & 4912) which contain 6 DI's that will impact 6 buildings located at the University of Puerto Rico, Humacao Campus. The project considers several rehabilitation 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 structure's year of construction, it may be necessary lead or asbestos inventories, abatement specifications to define the hazardous materials SOW in relation to the scope of the damages to be repaired. One facility is a possible historic building: Edificio 00-A Anexo Museo Casa Roig.

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 787-250-6568


[Julio A. Collazo-Rivera \(Feb 6, 2024 15:02 AST\)](mailto:jcollazo@upr.edu)
Julio A. Collazo Rivera, Director

REQUEST FOR PROPOSAL FOR:

DESIGN AND SUPERVISION SERVICES FOR

Project Number: B00018- DRO-02-2024-HUM

**Project Title: Reconditioning and Repairs of PH and NH Group
02 Buildings at the University of Puerto Rico in Humacao
Campus**

RFP #DRO 24-029 / B00018

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: B00018 - DRO-02-2024-HUM- Reconditioning and Repairs of PH and NH Group 02 Buildings at the University of Puerto Rico in Humacao 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: As-Built, Basis of Design, detail design, specifications, cost estimates, schedules, scopes of work for execution logistic, and assistance in bidding phase and other required documentation for the compliance of the requirements of FEMA and PRDOH/CDBG-DR Non-Federal Match Program.** The awarded firm or professional will also provide services of oversight and coordination for the execution of a complete comprehensive project.

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. Eliezer Collazo
Field Operation Manager
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: Interested proponents **must** register receipt of this RFP and confirm their intent to participate at upprecovery.rfp@upr.edu. **Failure to register via email will result in automatic disqualification.** Registered proponents will receive the following when applicable:

- Notice of changes or cancelation of the RFP;
- Addendums (Responses to questions or clarifications, additional documents, etc.);
- Time extensions;
- Notice of award.

Receipt registration must include the following information:

1. Company's name.
2. Representative's name.
3. Representative's email.
4. Interested proponents who are employees or contractors of the UPR are obligated to disclose their relationship with the University when confirming their interest in participating. For more information, please see Section 15.2.2 of this RFP.

3. TIMELINE AND SUBMISSION DATE

Description	Date
RFP publication	February 7, 2024.
Site Visit (Not Compulsory): Location: Administration office at UPR Humacao (18.146477, -65.838606). Be advised that interested proponents must register via email. Please provide the complete company name, representative's name and email.	February 14, 2024 Time: 10:00 a.m.
Deadline for Request for Information (RFI) by email	February 21, 2024, Time: on or before 4:30pm Atlantic Standard Time (AST)
Response for Request for Information by email	February 28, 2024, 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 (Mr. Julio Collazo Rivera, Attention to Eng. Carlos Hiraldo and Eng. Eliezer Collazo)	March 12, 2024, Time: on or before 11:59pm Atlantic Standard Time (AST).
Award Notification	April 2024
Execution of Agreement	May 2024

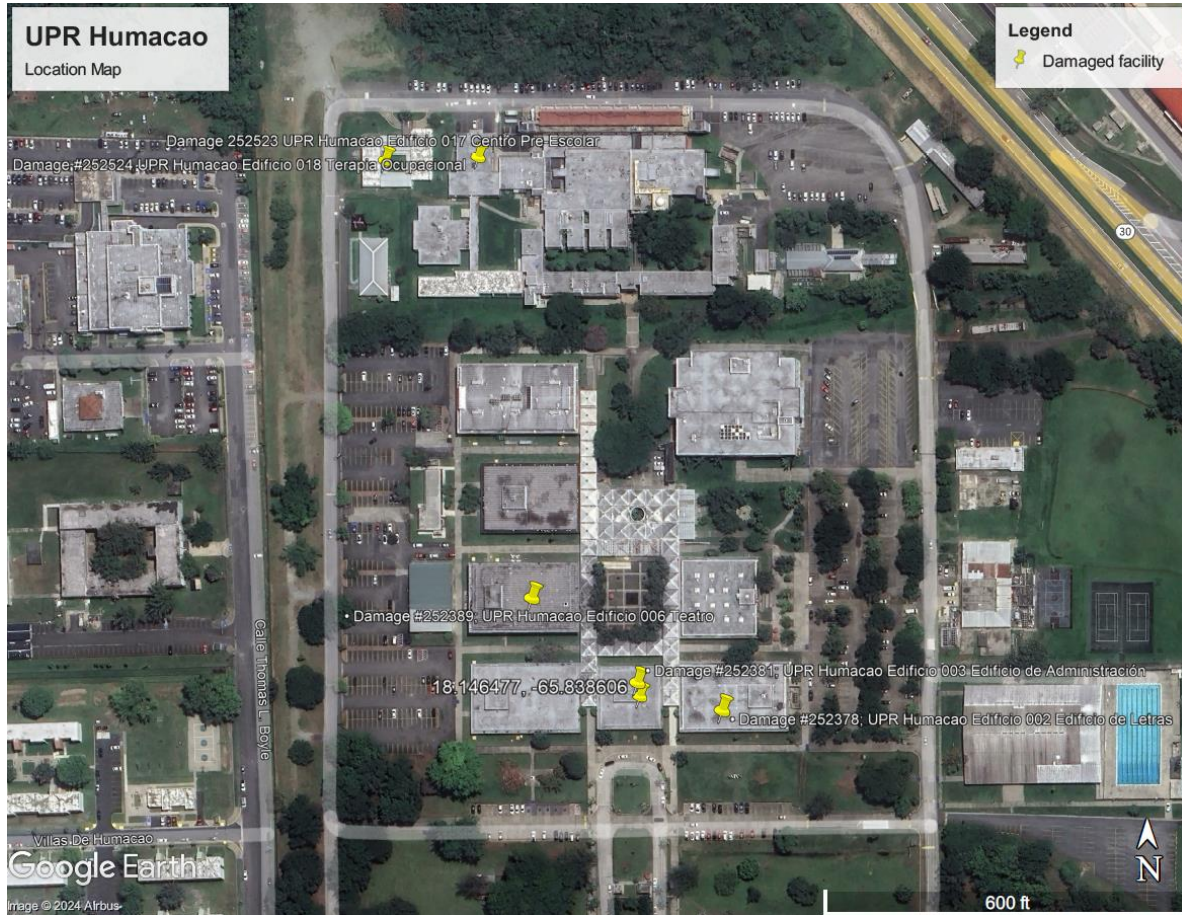
The proposal must be compiled in digital PDF format. The dates may be subject to change at the discretion of the UPR. Interested proponents have the responsibility of verifying and checking the email from which they issued a notice of receipt of this RFP, as was indicated in Section 2 of this RFP. All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

4. PROJECT DESCRIPTION and DESIGN STRATEGY

The project considers two Project Worksheets (7001 & 4912) which contain 6 DI's that will impact 6 buildings located at the University of Puerto Rico, Humacao Campus. In general terms, the scope of the project contemplates repair tasks to restore facilities to pre-disaster condition. The rehabilitation tasks consider surfaces treatment, roof waterproofing, skylight replacement, openings, VCT floors and bases and air conditioner units among other repairs and replacements.

PW	DI	Building
7001	252368	UPR Humacao Edificio 00-A Anexo Museo Casa Roig
7001	252378	UPR Humacao Edificio 002 Edificio de Letras
7001	252381	UPR Humacao Edificio 003 Edificio de Administración
7001	252389	UPR Humacao Edificio 006 Teatro
4912	252523	UPR Humacao Edificio 017 Centro Pre-Escolar
4912	252524	UPR Humacao Edificio 018 Terapia Ocupacional

Location Map





The project considers several rehabilitation 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 structure's year of construction, it may be necessary lead or asbestos inventories, abatement specifications to define the hazardous materials SOW in relation to the scope of the damages to be repaired. One facility is a possible historic building: **Edificio 00-A Anexo Museo Casa Roig**.

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

The awarded firm will provide oversight services and coordination for the execution of the project. 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.

Initials _____

The design scope will be executed in concurrence for all impacted buildings of the project. As part of the development, the A/E firm evaluates and develops the design package that considers:

- a. **Alternative Procedure** for submission to COR3 and FEMA for the compliance of the requirements of FEMA and PRDOH/CDBG-DR Non-Federal Match Program, that might consider the following strategies:
 - 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
 - o Design (schematic, design development, construction documents), technical specifications, cost estimates, schedules, and bidding phase assistance.)
 - o Infrastructure, safety, energy efficiency and technology measures in accordance with the hazard mitigation scope
 - o Abatement for lead and asbestos materials
 - o Endorsements and Permits
 - o Technical Studies as Additional Services (detailed or described the possible)
 - o Field Supervision
 - o Other services required, related to design and supervision services.

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

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

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), Record of Environmental Consideration (REC), Bipartisan Budget Act of 2018, Pub. L. No. 115-123, § 20601, 132 Stat. 64 (2018) approved work included in this document, as applies. 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 shall have the responsibility related to the preparation, processing and obtaining all the Endorsements and Permits required for the project. Has the responsibility of evaluating and determining the applicable permits to the project and doing everything necessary for compliance with state and federal agencies. These efforts will not be additional services, will be part of the basic services. The payments for submitting the endorsements, technical consultants, and/or permits to the applicable agencies will be part of the reimbursable expenses incurred costs.

Including lead and asbestos remediation permits and/or certificates in buildings prior to 1990. In addition, any environmental and historical agency 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.

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. Proponents should respond clearly and completely to all requirements. Failure to respond to each of the requirements in the RFP will be grounds for disqualification. **Disqualified proponents will not be considered by the Evaluation Committee. The proponent must carefully examine the RFP documents and submit Appendix E as required. 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. Response checklist must represent the reality of submitted documents. If a proponent fails to submit documentation as indicated in the Response Checklist, the proponent will be automatically disqualified from consideration. No exceptions will be made to this requirement.

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 24-029 / #B00018**) 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, corrections, 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 is 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, vision statements and organizational chart.

Experience and strategy in providing the services (up to 20 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 5 points)
- Please indicate whether you have experience working with public or federal entities, and years of experience performing like services. Specify the entities and supervisor of the work. The UPR may call said entities. (up to 5 points)
- Provide specific examples, detailing the services or tasks previously provided by the entity as considered in this RFP. (up to 5 points)
- Detail your firm's understanding of the challenges and barriers that may arise in a project like this and the proposed approach to effectively overcome these barriers. (up to 3 points)
- Identify potential risk factors associated with this project and proposed strategies for dealing with these factors to avoid adverse effects to the project's performance. (up to 2 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, roofing systems specialist, civil and/or other qualifications per trades based on SOW.

Proponent references (up to 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 designer(s). The Proponent is encouraged to provide up to two (2) references for identified subcontractors. (up to 5 points)
- If the Proponent has previous contracts with the UPR the performance directly related to those services will be considered as an additional reference to those minimally required.

Cost Estimate Breakdown (up to 10 points)

- Provide Construction Cost Estimate Breakdown based in SOW provided in **Appendix F**. Separated PW's (up to 10 points)

Cost Proposal (30 points) – Refer to Appendix D – Cost Proposal

- Proponent with lower proposal (30 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 (up to 5 points) – Refer to Appendix D – Cost Proposal

- Proponent with lower % of fee for additional SOW (up to 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/>

- o <https://cdbg-dr.pr.gov/en/download/mwbe-policy>
- o <https://cdbg-dr.pr.gov/download/politica-mwbe/>
- o **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.**
- o Proposers seeking M/WBE preference **should provide a copy of their MWBE certification to evidence their status.** The certification should be provided by the following agencies as stated in the PRDOH M/WBE Policy Guide:
 - **MBDA** – Minority Business Development Agency PR
 - **WBENC** – Women’s Business Enterprise National Council PR
 - **PMSDC** – Puerto Rican Minority Supplier Development Council
 - **EPA** – Office of Small Business Programs OSDBU

For more information, please click the link below:

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

TABLE - SUMMARY OF POINTS

Description	Points
Experience and strategy in providing the services	20
Team qualifications	25
Proponent references	5
Cost Proposal Breakdowns	10
Cost Proposal	30
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 into all contractual matters between the UPR and the awarded firm, including final professional services fee compensation, contract 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 uprecovery.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 sent 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 do UPR employees or current contractors 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 the 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. Conflict of Interest: As defined by the "Organic Law of the Office of Government Ethics of Puerto Rico," Law No. 1 of January 3, 2012, as amended, a Conflict of Interest is a situation in which personal or economic interest is or may reasonably be in conflict with the public interest.

15.2.2. Interested proponents who are employees or contractors of the UPR are obligated to disclose their relationship with the University when confirming their interest in participating. For UPR employees, it is mandatory to notify and disclose the nature of the relationship and the campus where such a relationship exists. For contractors, it is mandatory to notify and disclose any active contracts with the University, including the campus or subsidiary corporations in which services are rendered, contract term, quantity, and registration number. This information will be analyzed on a case-by-case basis, in accordance with the "Organic Law of the Office of Government Ethics of Puerto Rico," Law No. 1 of January 3, 2012, as amended, and all applicable local, state, and federal laws and regulations. The UPR will determine if the interested proponent will be disqualified for conflict of interest, or if a waiver from the Government Ethics Office will be sufficient to remediate said appearance of conflict of interest. If an interested proponent fails to provide accurate information, the UPR reserves the right to disqualify the proponent outright or cancel the award, if already granted.

15.2.3. 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)).

15.2.4. 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.

15.2.5. 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 the 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.

15.2.5.1. 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.

15.2.5.2. 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.

15.2.5.3. 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:

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

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

15.3. Proponent's Error and Omissions

15.3.1. The UPR reserves the right to reject a submission that contains an error or omission. The UPR also reserves the right to request correction of any errors or omissions and/or to request any clarification or additional information from any Proponent, without opening clarifications for all Proponents. Proponents will be provided with 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.

15.4. Cost analysis for proposal; Proponent's Responsibility

15.4.1. 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.

15.5. No responsibility of the UPR regarding the use of information

15.5.1. 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.

15.6. 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 the 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 proponents 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.

15.17.5. Failure to register via email will result in automatic disqualification.

15.17.6. As indicated in **Section 7** of this RFP, before signing and submitting the proposal for this Project, interested proponents must submit Appendix E – Response Checklist. Response checklist must represent the reality of submitted documents. If a proponent fails to submit documentation as indicated in the Response Checklist, the proponent will be automatically disqualified from consideration. No exceptions will be made to this requirement.

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

- Certification of Insurance for Unemployment, Temporary Disability, issued by the Department of Labor and Human Resources.
- Social Security Certification for Drivers, issued by the Department of Labor and Human Resources.
- Negative certification from ASUME that the Corporation does not owe payments to ASUME, from which it has withheld its employees, or negative certification ordering withholding.
- Merchant Registration Certification (IVU) Filing of Monthly Forms of IVU – Model SC 2942 A.
- Municipal Patent Certification.
- Affidavit – Law 2, January 4, 2018.

END OF DOCUMENT

17. **APPENDIX A**

STATEMENT OF THE BIDDER

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

BUSINESS AND TECHNICAL ORGANIZATION.

Bidder may use additional space to complete required information.

I. PERMANENT PLACE OF BUSINESS

A. Name of Bidder: _____

B. Mailing Address: _____

C. City and Zip Code: _____

D. Physical Address: _____

E. City and Zip Code: _____

F. Telephone No: _____

G. E-Mail: _____

II. PROPOSER REFERENCES - LIST BELOW SIMILAR CONTRACTS EXECUTED.

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

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

III. LIST BELOW ACTIVE AND PREVIOUS CONTRACTS WITH THE UNIVERSITY

Proponents with active and previous contracts with the University must notify and disclose such contract(s), including the campus or subsidiary corporations in which services are rendered, contract term, quantity, and registration number. The performance directly related to those services will be considered as an additional reference to those minimally required.

No.	Contract Registration Number	Campus or subsidiary corporations in which services are rendered	Contract Term	Quantity
1				
2				
3				
4				
5				
6				
7				

IV. LIST BELOW CONTRACTS IN HAND

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

V. EXECUTIVE SUMMARY

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

VI. 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. Please indicate whether you have experience working with public or federal entities, and years of experience performing like services. Specify the entities. Provide specific examples, detailing the services or tasks previously provided by the entity as considered in this RFP. Detail your firm's understanding of the challenges and barriers that may arise in a project like this and the proposed approach to effectively overcome these barriers. Identify potential risk factors associated with this project and proposed strategies for dealing with these factors to avoid adverse effects to the project's performance.

VII. 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.

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 24-029 / B00018

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 the 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 24-029 / B00018

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 24-029 / B00018** procurement process (“Procurement Process”). In such regard, I hereby certify that:

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

Initials _____

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

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

Signature of Proposer's Authorized Representative

Date

Printed Name of Proposer's Authorized Representative

Initials _____



**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 24-029 / B00018**

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 24-029 / B00018

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 and Repairs of PH and NH Group 02 Buildings at the University of Puerto Rico in Humacao Campus
 RFP #DRO 24-029 / B00018**

***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		
<p align="center">Group #7001 (252368) UPR Humacao Edificio 00-A Anexo Museo Casa Roig, (252378) UPR Humacao Edificio 002 Edificio de Letras, (252381) UPR Humacao Edificio 003 Edificio de Administración (252389) UPR Humacao Edificio 006 Teatro</p>		
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 (Calendar Days)	FEE
BASIC Services:		
Schematic design (Validates the damages, schematic plans and estimate, development of the scope alignment and/or improved project strategy for submit to FEMA/COR3.)	___ 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	\$

Initials _____

Reimbursable Expenses**: For fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.	N/A	\$
<p style="text-align: right;">_____ (\$_____)</p> Write the total amount (Basic Services Total + As-Built + Reimbursable Expenses) in words and numbers		

*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 possible Additional Services the UPR reserves the right to adjust the Additional Services cost breakdown.

Description of the possible Additional Services
Lead and Asbestos sampling

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

COST PROPOSAL		
Group #4912		
(252523) UPR Humacao Edificio 017 Centro Pre-Escolar, (252524) UPR Humacao Edificio 018 Terapia Ocupacional		
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 (Calendar Days)	FEE
BASIC Services:		
Schematic design <small>(Validates the damages, schematic plans and estimate, development of the scope alignment and/or improved project strategy for submit to FEMA/COR3.)</small>	___ days	\$
Preliminary design	___ days	\$
Construction Documents	___ days	\$
Bidding and Negotiation	N/A	\$
Design Subtotal*:	N/A	\$
Supervision:	___ months x \$___ monthly	\$
BASIC SERVICES TOTAL:		\$
Additional Services: • As-Built	___ days	\$
Reimbursable Expenses**: <small>For fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.</small>	N/A	\$
_____ (\$_____)		
Write the total amount (Basic Services Total + As-Built + Reimbursable Expenses) in words and numbers.		
Additional SOW Fee %_____ (Design subtotal + Supervision) / Estimated Cost		

Initials _____

*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 possible Additional Services the UPR reserves the right to adjust the Additional Services cost breakdown.

Description of the possible Additional Services
Lead and Asbestos sampling

The UPR establishes an amount of **\$30,000** for possible **Additional Services**.

Fees for additional professional services will be calculated using the % Fee design for services (Design subtotal + Supervision) / Estimated Cost included on the Cost Proposal 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 _____

Initials _____

Addendum No. 3– Description: _____

Date _____

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

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

Dated: _____ day of _____ 20_____.

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

Seal (if Bidder is a Corporation)

Initials _____

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

Response Checklist

In response to this RFP, the proponent certifies that the following requirements are met. Interested proponents are required to submit the completed Appendix E – Response Checklist along with the proposal for this RFP. The Response Checklist must accurately represent the content of the submitted documents. Failure to submit the documentation as indicated in the Response Checklist will result in the automatic disqualification of the proponent from consideration. No exceptions will be made to this requirement.

- Registered for participation for this RFP at uprrecovery.rfp@upr.edu. **Failure to register via email will result in automatic disqualification.**
- Letter of Intent 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, address, telephone, e-mail address, and SAM Entity Identifier Number. In addition, the letter of intent must identify the name and number of the RFP and date of submittal.
- Active** Registration on SAM.gov.
- Completed and signed Appendix A - Statement of the Bidder.
- Completed Part 1 through 6 in the Statement of the Bidder, Appendix A.
- Attached resumes of all firm personnel teamwork (or/and sub-contractors, specialized trades consultants, if any) who will be providing the services.
- Completed additional SOW Fee Percentage (%) in Appendix D – Cost Proposal.
- If any space does not apply in Appendix D – Cost Proposal, (N/A) or other information shall be placed instead.
- Acknowledgement of the Addendums in Appendix D – Cost Proposal, if applicable.
- Signed** and **sealed** Appendix D – Cost Proposal following the instruction in Section 7 - REQUIRED DOCUMENTS FOR THE SUBMISSION OF THE PROPOSAL.
- Cost Estimate Breakdown based on SOW provided in Appendix F – Scope of Work.
- Federal Documents in Appendix B (Lobbying Certification, Non-Conflict of Interest Certification and Limited Denial of Participation Affidavit).
- 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.

22. APPENDIX F
SCOPE OF WORK

I. GENERAL DATA OF THE PROJECT:

Campus: *UPR Humacao*

Projects Worksheets: **7001**

Damage Inventories (DI):

1. DI 252368: UPR Humacao Edificio 00-A Anexo Museo Casa Roig
2. DI 252378: UPR Humacao Edificio 002 Edificio de Letras
3. DI 252381: UPR Humacao Edificio 003 Edificio de Administración
4. DI 252389: UPR Humacao Edificio 006 Teatro

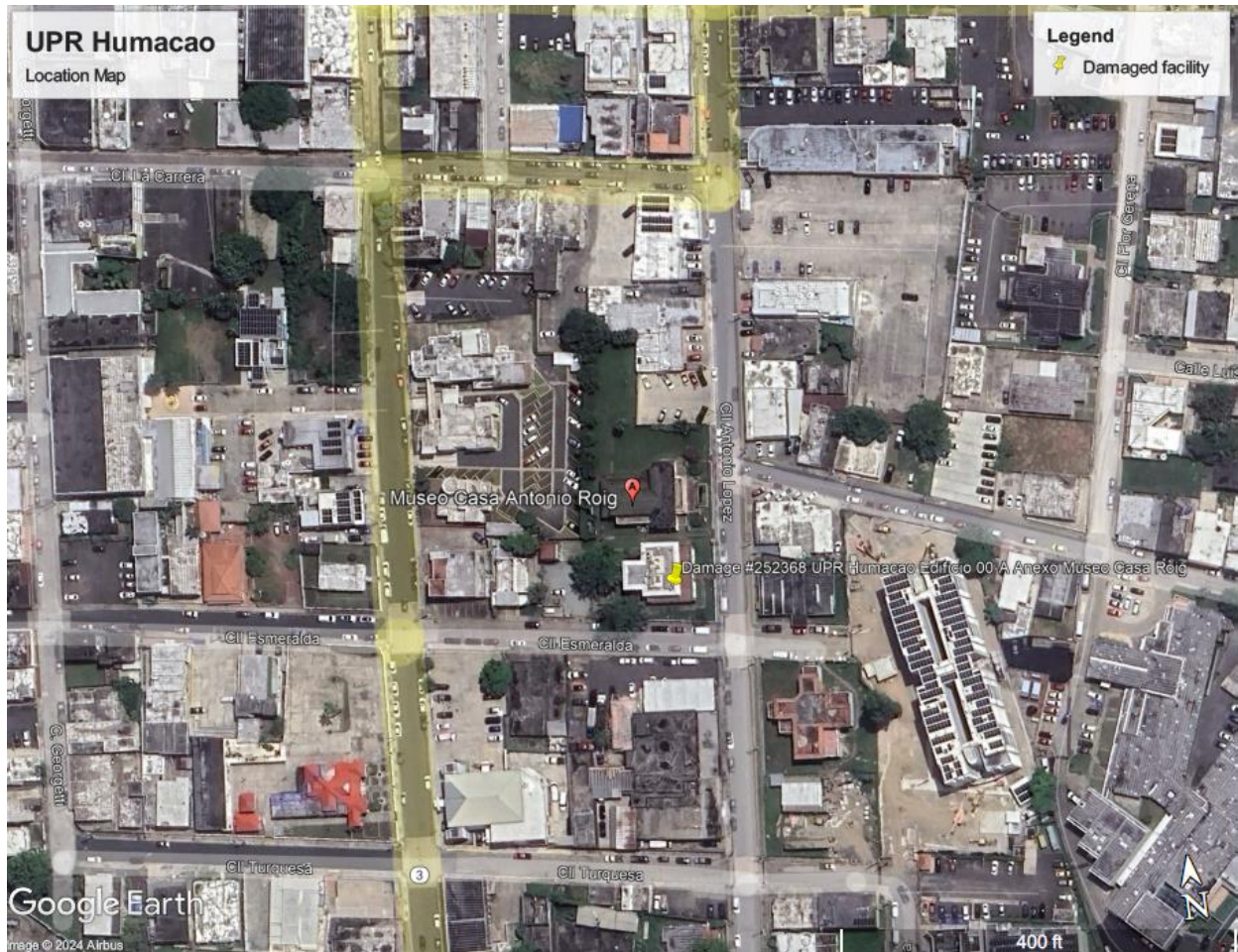
Campus: *UPR Humacao*

Projects Worksheets: **4912**

Damage Inventories (DI):

1. DI 252523: UPR Humacao Edificio 017 Centro Pre-Escolar
2. DI 252524: UPR Humacao Edificio 018 Terapia Ocupacional





II. LOCATION PLAN, PROJECT DESCRIPTIONS AND SCOPES:
a. Location Plan and architectural context

The impacted facilities are in the Main Campus of the University of Puerto Rico at Humacao. In general terms, the scope of the project contemplates repair tasks to restore facilities to pre-disaster condition. The rehabilitation tasks consider surfaces treatment, roof waterproofing, skylight replacement, openings, replacement of ceiling, VCT floors and bases and air conditioner units among other repairs and replacements.

III. Structures Description

1. DI 252368; UPR Humacao Edificio 00-A Anexo Museo Casa Roig

The Annex building is a two story, site cast, reinforced concrete structure with a stucco finish. Floor to floor height is 13 FT, and soffit height is 26 FT. The building has a 4 IN reinforced concrete floor slab on grade, continuous reinforced concrete footings, load bearing reinforced concrete walls, and a two foot concrete mansard roof overhang

around the second floor (4:12 slope). Interior finishes generally consist of drywall ceilings, painted concrete or painted drywall walls, and ceramic or quarry tile floors. This facility was in operation at the time of the event. West of the Annex Building is a storage/shop building. This building is considered ancillary to the annex building and assists with the operation of the museum and annex. The building is a single-story concrete structure with a painted stucco finish and a flat built-up roof. Its footprint is 20 FT by 20 FT, and it is 20 FT tall. The interior of the storage/shop is unfinished.

Approx. Year Built: 1942

GPS Latitude/Longitude: 18.14776, -65.82492



2. DI 252378; UPR Humacao Edificio 002 Edificio de Letras

The Edificio de Letras is a two-story, site-cast, reinforced concrete structure with a partial basement. The roof has a 4 FT overhang with 4 FT concrete parapet walls. The roofing system consists of corrugated steel decking over reinforced concrete joists and slabs. Integrated CMU blocks were used as forms for the roof joists. There is also a mechanical equipment penthouse, which is 37 FT by 37 FT. Interior finishes typically consist of suspended acoustical ceiling tiles, painted drywall or concrete walls, and vinyl composite floor tiles.

Approx. Year Built: 1972

GPS Latitude/Longitude: 18.14649, -65.83817



3. DI 252381; UPR Humacao Edificio 003 Edificio de Administración

The Edificio de Administración is a one story, reinforced concrete, structure. The roofing system has two parts: the main section and an overhang section. The main section was

originally composed of a built-up roof on top of a concrete slab but was retrofitted by adding corrugated metal decking on top of this system. The overhang section is recessed from the main section and is composed of bituminous roll roofing. The foundation is composed of a reinforced concrete slab with stem walls and spread footings. Interior finishes generally include suspended acoustical ceiling, painted concrete and drywall walls, and vinyl tile floor.

Approx. Year Built: 1972

GPS Latitude/Longitude: 18.14647, -65.83864



4. DI 252389; UPR Humacao Edificio 006 Teatro

The Teatro is a two story, concrete framed structure with shear walls. The second floor only covers part of the ground floor, which allows certain rooms to extend nearly the full height of the building. The exterior walls are composed of reinforced concrete, storefront windows, and EIFS panels. The roof structure is composed of 48 IN deep, long-span, open web steel joists with two-inch cementitious panels mounted directly on top. Bottom of the soffit is 20 FT above the ground. The exterior suffered wind blasting resulting in visibly damaged exterior walls and soffits surrounding the building. Roof membrane failure was observed at various locations which caused water infiltration inside the building resulting in further water and mold damages. The interior of the building consists of a vestibule and lobby, large auditorium with roughly 400 seating capacity, several storage rooms, dressing rooms, graphics room with a dark room, offices, conference room, music studio, and projection rooms. Interior partition construction consists of CMU walls or metal stud walls. Typical interior finishes consist of vinyl floor tiles, acoustic ceiling tiles, and painted drywall.

Approx. Year Built: 1972

GPS Latitude/Longitude: 18.14692, -65.83911



Initials _____

5. DI 252523; UPR Humacao Edificio 017 Centro Pre-Escolar

The UPR Humacao Centro Pre-Escolar is a 7,500 SF 1 story classroom building constructed around 2001 (18 years old). The building is a site cast, reinforced concrete building, with center courtyard, north end covered circular driveway and breezeway east entrance. The roof is a combination flat built-up roof 10 feet high with a 2-foot precast concrete fascia wall, metal 4:12 pitched metal roofs 12 feet high with a 3 foot overhang, pitched 4:12 inner courtyard metal awning and pitched skylights. Interior support system consists of reinforced concrete bearing walls with a 5 IN reinforced concrete floor slab on grade. Interior finishes generally consist of suspended acoustic ceiling, frame, and painted gypsum wall board and 12x12 tile in classrooms with vinyl flooring in the remaining areas.

Approx. Year Built: 2001

GPS Latitude/Longitude: 18.14890, -65.83972



6. DI 252524; UPR Humacao Edificio 018 Terapia Ocupacional

The UPR Humacao "Terapia Ocupacional" building is a 7,000 SF, 1 story office and classroom building constructed around 1991 (28 years old). It is a cast in place "T" shaped rectangular structure located in the northwest corner of the campus with 14 FT high perimeter walls (12 FT floor to roof + 2 FT parapet). The exterior walls are reinforced concrete with a stucco finish. The roof is a 18 IN thick reinforced concrete waffle deck with cantilevered shading projections, 3 FT x 25 FT in 5 areas at the east, west, and south sides. The projections are covered with a granular surface rolled bitumen membrane material. The top and inside wall of the parapet is covered with an adhered thermoplastic membrane. The bitumen membrane flashes up the parapet 4 IN. The foundation is a 4 IN reinforced concrete slab on grade with reinforced concrete stem wall and spread footings. Interior finishes generally consist of suspended acoustic ceiling, painted concrete or painted Masonite panel walls, 8 IN x 8 IN clay tile and 12 IN x 12 IN vinyl tile floors. The facility was in operation at the time of the event.

Approx. Year Built: 1991

GPS Latitude/Longitude: 18.14883, -65.83925



b. SCOPE OF WORK- FEMA

Summary of scope of Work – Detailed FEMA scope

SOW PW 7001

1. DI 252368; UPR Humacao Edificio 00-A Anexo Museo Casa Roig

Building Damage:

{01} Building Envelope:

{01} Annex:

- A. Repair 250 SF of 1/4 IN stucco on concrete wall.
- B. Prepare and paint 1,500 SF exterior paint.
- C. Remove and replace 2 electrical receptacles with water resistant cover.
- D. Remove and replace railing for entrance ramp, 1/4 IN thick steel plate, 8 LF long.
- E. Prepare and paint 39 SF ramp railing.

{02} Storage/Shop (20 FT x 20 FT):

- F. Repair 20 SF of 1/4 IN stucco on concrete wall.
- G. Prepare and paint 800 SF exterior paint.

{02} Roofing System:

{01} Annex Roof:

- H. Prepare and paint 2,100 SF roofing elastomeric.

{02} Annex Roof Accessories:

- I. Remove and replace 40 LF long skylight flashing, for (2) 2 FT x 2 FT and (2) 2 FT x 4 FT skylights.

{03} Mechanical HVAC:

- J. Remove and replace 1 Serial Number: STNU130500100 chiller, Mc Quay AGZ010BS727-ER10, 10 TON.
- K. Remove and replace 1 water pump, 1.5 HP.
- L. Remove and replace 1 MDS180B5 air handler unit (AHU), 3 compressors multisystem, 5 TON.

{03} Second Floor:

{01} Reception/Investigation Room (10 FT x 17 FT):

- M. Remove and replace 30 SF drywall, 5/8 IN thick and paint 100 SF wall.
- N. Prepare and paint 170 SF wall on concrete.

{02} Front Stairs/Skylights (Irregular Shape):

- O. Remove and replace 8 SF of attic access hatch, 2 FT x 4 FT, 1/2 IN plywood.
- P. Remove, replace and paint 120 SF drywall at skylight shaft/chase, 5/8 IN.
- Q. Prepare and paint 200 SF concrete wall.

R. Remove and replace 198 SF of stair treads (18 total), (2) wood boards, 5-1/2 IN wide, 3/4 IN thick.

S. Remove and replace 20 SF of landing, intermediate, 4 FT x 5 FT, wood boards, 5-1/2 IN wide, 3/4 IN thick, painted, 4 FT long x 5 FT wide.

{03} Gallery/Front Room (14 FT x 46 FT + 10 FT x 11 FT):

T. Remove and replace 3 door, 3 FT 8 IN x 8 FT 4 IN custom wood door with operable side vent and full vision lite, painted.

U. Remove and replace wood doorframe, 5/8 IN thick, 6 IN wide, 9 LF long, split jamb (missing door from above damage item).

V. Remove and replace 14 SF of door lite, 24 IN x 88 IN, 1/4 IN laminated glazing.

W. Remove and replace 3 door, 3 FT 8 IN x 8 FT 4 IN custom wood door with operable side vent and full vision lite, painted.

X. Remove and replace 64 SF of ceiling, drywall, 5/8 IN thick and paint 754 SF of ceiling.

Y. Remove and replace bay window, 2 lite, mullion less, north elevation, 44 LF long.

Z. Prepare and paint 460 SF concrete wall.

{04} East Terrace (13 FT x 54 FT + 7 FT x 34 FT):

AA. Remove and replace base, quarry tile, cove, 6 IN x 6 IN, 142 LF long.

{05} Elevator Hallway (6 FT x 16 FT):

BB. Remove and replace 1 door, 3 FT 8 IN x 8 FT 4 IN custom wood door with operable side vent and full vision lite, painted.

{06} SW Corner Office (12 FT x 13 FT):

CC. Remove and replace window gasket, wood framed with (2) fixed lites, (1) fixed wood panel and (1) vent, 42 LF long.

{04} First Floor:

{01} Reception (14 FT x 18 FT):

DD. Remove and replace 4 SF of ceiling, drywall, 5/8 IN thick and paint 252 SF of ceiling.

EE. Remove and replace track lighting, ceiling mounted, 8 LF long.

{02} Multiuse/NE Room (11 FT x 20 FT):

FF. Remove and replace 64 SF of ceiling, drywall, 5/8 IN, and paint 220 SF of ceiling.

GG. Remove and replace track lighting, ceiling mounted, 8 LF long.

{03} Southeast Conference Room (13 FT x 31 FT):

HH. Remove and replace 8 SF of door lite, 16 IN x 68 IN, 1/4 IN laminated glazing.

II. Remove and replace doorstop, 2 IN wide wood trim header, 9 LF long.

{04} NW Office (11 FT x 14 FT):

JJ. Remove and replace bay window, 2 lite, mullion less, north elevation, 44 LF long.

KK. Prepare and paint 154 SF concrete wall.

{05} SW Director's Office (13 FT x 15 FT):

LL. Remove and replace bay window, 2 lite, mullion less, west elevation, 44 LF long.

MM. Prepare and paint 195 SF concrete wall.

DI 252368; UPR Humacao Edificio 00-A Anexo Museo Casa Roig

Hazard Mitigation Proposal (HMP) Scope of Work:

1. Replace 2,100 SF of roofing elastomeric paint with 2,100 SF of elastomeric roof coating with higher solids, to provide a thicker layer of protection and greater crack-bridging capability. **(Replacement)**

a. Install 2,100 SF of elastomeric primer to effectively seal the surface and provide proper bonding to the substrate. **(Supplementary)**

2. Apply sealant around interior side of (2) 2 FT x 2 FT and (2) 2 FT x 4 FT skylights skylight openings, 40 LF long, to prevent water intrusion.

(Supplementary)

3. Secure 1 EA chiller, 10 TON, to existing curb installing adequate anchors buckles and accessories. **(Supplementary)**

4. Secure 1 EA of air handler unit (AHU), 5 TON, to existing curb installing adequate anchors and accessories. **(Supplementary)**
 5. Replace 3 EA door, 3 FT 8 IN x 8 FT 4 IN custom wood door with operable side vent and full vision lite, with 3 EA door aluminum and glass doors with operable side vent and full vision lite. New hardware shall match all physical and visual aspects, including design, color, hardware, and workmanship of original window hardware. **(Replacement)**
 - a. Add safety film to the damaged 3 EA door, 3 FT 8 IN x 8 FT 4 IN, to prevent similar cracks in the future. **(Supplementary)**
 6. Replace 1 EA wood door lite, 24 IN x 88 IN, with 1 EA door aluminum and glass door lite. New hardware shall match all physical and visual aspects, including design, color, hardware, and workmanship of original window hardware. **(Replacement)**
 - a. Add 14 SF of safety film to the damaged 14 SF door lite, 24 IN x 88 IN, to prevent similar cracks in the future. **(Supplementary)**
 - b. Note: Cost estimate based on PA estimate, including replacement of door unit as part of construction method to complete damage repairs.
 7. Replace 3 EA door, 3 FT 8 IN x 8 FT 4 IN custom wood door with operable side vent and full vision lite, with 3 EA door aluminum and glass doors with operable side vent and full vision lite. New hardware shall match all physical and visual aspects, including design, color, hardware, and workmanship of original window hardware. **(Replacement)**
 - a. Add safety film to the damaged 3 EA door, 3 FT 8 IN x 8 FT 4 IN, to prevent similar cracks in the future. **(Supplementary)**
 8. Apply sealant around opening of bay window, 2 lite, mullion less, north elevation, 44 LF long, to prevent water intrusion. **(Supplementary)**
 9. Replace 1 EA door, 3 FT 8 IN x 8 FT 4 IN custom wood door with operable side vent and full vision lite, with 1 EA door aluminum and glass door with operable side vent and full vision lite. New hardware shall match all physical and visual aspects, including design, color, hardware, and workmanship of original window hardware. **(Replacement)**
 - a. Add safety film to the damaged 1 EA door, 3 FT 8 IN x 8 FT 4 IN, to prevent similar cracks in the future. **(Supplementary)**
 10. Apply sealant around opening of window, 2 fixed lites, fixed wood panel and vent, 42 LF long, to prevent water intrusion. **(Supplementary)**
 11. Replace 1 EA wood door lite, 16 IN x 68 IN, with 1 EA aluminum frame and glass door lite. New hardware shall match all physical and visual aspects, including design, color, hardware, and workmanship of original window hardware. **(Replacement)**
 - a. Add 8 SF of safety film to the damaged 8 SF door lite, 16 IN x 68 IN, to prevent similar cracks in the future. **(Supplementary)**
 - b. Note: Cost estimate based on PA estimate, including replacement of door unit as part of construction method to complete damage repairs.
 12. Apply sealant around opening of bay window, 2 lite, mullion less, north elevation, 44 LF long, to prevent water intrusion. **(Supplementary)**
 13. Apply sealant around opening of bay window, 2 lite, mullion less, west elevation, 44 LF long, to prevent water intrusion. **(Supplementary)**
- 2. DI 252378; UPR Humacao Edificio 002 Edificio de Letras**
- {01} Building Envelope:**
- A. Repair 4 SF of exterior concrete soffit, spalled 3/4 IN of concrete with exposed rebar.
 - B. Prepare and paint 75 SF exterior concrete soffit.
- {02} Roof:**
- {01} Main Roof (113 FT x 180 FT):**
- C. Remove and replace 17,510 SF of roof, corrugated metal, painted, similar to MBCI 7.2 profile.
 - D. Remove and replace 282 SF of flashing, 26 gauge, 18 IN wide.

E. Prepare and Replace 4,811 SF of roof, SBS bituminous membrane, 160 mils.
F. Remove and replace 1 door to elevator equipment room, custom built, framed with steel tubes and clad on the exterior with an 1/8 IN steel plate, 3 FT x 7 FT, (4) hinges.

G. Remove and replace 1 hydraulic door closure on custom steel framed door.

H. Remove and replace 1 electrical J-box, 4 IN x 4 IN, 2 IN deep.

{02} Penthouse Roof (37 FT x 37 FT):

I. Remove and replace 1,027 SF of roof, corrugated metal, "R" profile.

J. Remove and replace flashing, 26 gauge, 16 IN total width, 4 FT long.

{03} Penthouse (Mechanical Equipment Room Located on Roof):

K. Remove and replace 1 hollow metal door, 3 FT x 7 FT door, painted.

L. Remove and replace 2 light fixture, fluorescent, 1 FT x 4 FT, 2 tube, suspended.

{04} Ground Floor:

{01} CS 101 Classroom (24 FT x 24 FT):

M. Remove and replace 44 SF acoustic tile, 2 FT x 4 FT.

N. Remove and replace base, vinyl cove, 4 IN high, 96 LF long.

O. Remove and replace 432 SF of floor, VCT, 12 IN x 12 IN.

{02} CS 102 Classroom (18 FT x 24 FT):

P. Replace 2 window vent out hinges, one on each side of window (20 IN x 32 IN).

Q. Remove and replace 1 window latch, right hand cam handle, 4 IN long, bronze finish.

R. Remove and replace base, vinyl cove, 4 IN high, 84 LF long.

S. Remove and replace 108 SF of floor, VCT, 12 IN x 12 IN.

T. Remove and replace 88 SF of ceiling, acoustic tile, 2 FT x 4 FT.

U. Remove and replace 1 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

V. Remove and replace 1 HVAC register with bar brackets, 10 IN x 10 IN.

{03} CS 103 Classroom (18 FT x 24 FT):

W. Replace 14 SF of window dry gasket, exterior.

X. Remove and replace 12 SF of window glazing, 1/8 IN annealed glass, 3 FT long x 4 FT high.

Y. Remove and replace base, vinyl cove, 4 IN high, 84 LF long.

Z. Remove and replace 108 SF of floor, VCT, 12 IN x 12 IN.

AA. Remove and replace 44 SF of ceiling, acoustic tile, 2 FT x 4 FT.

BB. Remove and replace 1 dry erase board, 5 FT x 6 FT.

{04} CS 104 Classroom (18 FT x 24 FT):

CC. Replace 2 window vent out hinges, one on each side of window (20 IN x 32 IN).

DD. Remove and replace base, vinyl cove, 4 IN high, 84 LF long.

EE. Remove and replace 216 SF of floor, VCT, 12 IN x 12 IN.

FF. Remove and replace 120 SF acoustic tile, 2 FT x 4 FT.

GG. Remove and replace 1 light fixture, fluorescent, 2 FT x 4 FT, 4 tube.

HH. Remove and replace 216 SF drywall.

{05} CS 105 Classroom (18 FT x 24 FT):

II. Remove and replace 108 SF of ceiling, acoustic tile, 2 FT x 4 FT.

JJ. Remove, replace and paint 216 SF of wall, paint on drywall, 24 FT long x 9 FT high.

KK. Remove and replace 48 SF of wall, drywall, 5/8 IN thick, and paint 216 SF of wall.

LL. Remove and replace base, vinyl cove, 4 IN high, 84 LF long.

MM. Remove and replace 324 SF of floor, VCT, 12 IN x 12 IN.

{06} CS 106 Classroom (18 FT x 24 FT):

NN. Remove and replace 260 SF acoustic tile, 2 FT x 4 FT.

OO. Remove and replace 1 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

PP. Remove and replace 48 SF drywall, 5/8 IN, 24 FT long x 2 FT high.

QQ. Remove and replace base, vinyl cove, 4 IN high, 84 LF long.

RR. Remove and replace 108 SF of floor, VCT, 12 IN x 12 IN.

{07} CS 107 Classroom (18 FT x 24 FT):

SS. Remove and replace 2 windows vent out hinges, one on each side of window (20 IN x 32 IN).

TT. Remove and replace 5 SF of window glazing, 1/8 IN annealed glass, 20 IN long x 32 IN high.

UU. Remove and replace base, vinyl cove, 4 IN high, 21 LF long.

VV. Remove and replace 108 SF of floor, VCT, 12 IN x 12 IN.

WW. Remove and replace 60 SF of ceiling, acoustic tile, 2 FT x 4 FT.

{08} CS 108 Classroom (L-Shaped: 8 FT x 18 FT + 10 FT x 12 FT):

XX. Remove and replace 56 SF acoustic tile, 2 FT x 4 FT.

YY. Remove and replace 120 SF of ceiling, suspended metal grid, 10 FT long x 12 FT wide.

ZZ. Remove and replace 3 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

AAA. Remove and replace base, vinyl cove, 4 IN high, 21 LF long.

BBB. Remove and replace 108 SF of floor, VCT, 12 IN x 12 IN.

{09} CS 109 Elementary Education:

{01} Administration Area (14 FT x 24 FT):

CCC. Prepare and paint 140 SF concrete wall.

{02} Office (10 FT x 12 FT):

DDD. Remove and replace 92 SF acoustic tile, 2 FT x 4 FT.

{03} Storage Room (10 FT x 12 FT):

EEE. Remove and replace 32 SF acoustic tile, 2 FT x 4 FT.

FFF. Remove and replace base, vinyl cove, 4 IN high, 42 LF long.

GGG. Remove and replace 120 SF of floor, VCT, 12 IN x 12 IN.

{10} CS 110 Classroom (18 FT x 24 FT):

HHH. Replace 2 vent out hinges, one on each side of window (20 IN x 32 IN).

III. Remove and replace 108 SF of floor, VCT, 12 IN x 12 IN.

JJJ. Remove and replace 32 SF acoustic tile, 2 FT x 4 FT.

KKK. Remove and replace 96 SF of ceiling, suspended metal grid, 16 FT long x 6 FT wide.

LLL. Prepare and paint 180 SF concrete column.

{11} CS 111 Classroom (18 FT x 24 FT):

MMM. Replace 2 window vent out hinges, one on each side of window (20 IN x 32 IN).

NNN. Remove and replace 5 SF of window glazing, 1/8 IN annealed glass, 20 IN long x 32 IN high.

OOO. Remove and replace 80 SF acoustic tile, 2 FT x 4 FT.

PPP. Remove and replace 1 window latch, right hand cam handle, 4 IN long, bronze finish.

{12} CS 112 Classroom (18 FT x 24 FT):

QQQ. Remove and replace 5 SF of window glazing, 1/8 IN annealed glass, 20 IN long x 32 IN high.

RRR. Remove and replace 120 SF of ceiling, acoustic tile, 2 FT x 4 FT.

SSS. Prepare and paint 180 SF of wall, paint on drywall, 2 FT long x 10 FT high.

TTT. Remove and replace 108 SF of floor, VCT, 12 IN x 12 IN.

{13} CS 113 Classroom (18 FT x 24 FT):

UUU. Remove and replace 48 SF acoustic tile, 2 FT x 4 FT.

{14} CS 114 Classroom (24 FT x 24 FT):

VVV. Remove and replace 144 SF acoustic tile, 2 FT x 4 FT.

WWW. Remove and replace 144 SF of floor, VCT, 12 IN x 12 IN.

{15} CS 115 Classroom (24 FT x 24 FT):

XXX. Remove and replace 24 SF of ceiling, acoustic tile, 2 FT x 4 FT.

YYY. Remove and replace 288 SF of floor, VCT, 12 IN x 12 IN.

{16} CL 101 Language Laboratory:

{01} Lab (24 FT x 36 FT):

ZZZ. Remove and replace 14 SF of window dry gasket, exterior.

AAAA. Remove and replace 648 SF acoustic tile, 2 FT x 4 FT.

BBBB. Replace 1 HVAC vent, 20 IN x 20 IN.

CCCC. Remove and replace 1 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

DDDD. Remove and replace base, vinyl cove, 4 IN high, 60 LF long.

EEEE. Remove and replace 216 SF of floor, VCT, 12 IN x 12 IN.

{02} Office (12 FT x 24 FT):

FFFF. Remove and replace 72 SF acoustic tile, 2 FT x 4 FT.

GGGG. Remove and replace 72 SF of floor, VCT, 12 IN x 12 IN.

{17} East Stairwell and Elevator (8 FT x 36 FT):

HHHH. Remove and replace 144 SF acoustic tile, 2 FT x 4 FT.

{18} Humanities Department (12 FT x 36 FT):

IIII. Remove and replace 324 SF acoustic tile, 2 FT x 4 FT.

JJJJ. Remove and replace 216 SF of suspended metal grid.

KKKK. Remove and replace 1 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

LLLL. Prepare and paint 6 SF of window frame, interior.

MMMM. Prepare and paint 960 SF of wall, drywall or concrete.

NNNN. Remove and replace base, vinyl cove, 4 IN high, 96 FT long.

OOOO. Remove and replace 216 SF of floor, VCT, 12 IN x 12 IN.

{19} East Professor's Offices (23 FT x 36 FT):

PPPP. Remove and replace 83 SF acoustic tile, 2 FT x 4 FT.

QQQQ. Remove and replace 1 light fixture, fluorescent, 1 FT x 4 FT, 4 tube, recessed.

{20} Faculty Lounge (11 FT x 28 FT):

RRRR. Remove and replace 32 SF acoustic tile, 2 FT x 4 FT.

{21} Janitor's Closet (8 FT x 11 FT):

SSSS. Remove and replace 10 SF acoustic tile, 2 FT x 4 FT.

{22} Men's Restroom (11 FT x 14 FT + 4 FT x 7 FT):

TTTT. Remove and replace 24 SF acoustic tile, 2 FT x 2 FT.

UUUU. Remove and replace 1 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

VVVV. Remove and replace 4 restroom partition, 1 FT x 6 FT, anchored to floor without gap.

{23} Women's Restroom (11 FT x 14 FT + 4 FT x 7 FT):

WWWW. Remove and replace 4 SF acoustic tile, 2 FT x 4 FT.

XXXX. Remove and replace 1 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

{24} Communications Closet (3 FT x 7 FT):

YYYY. Remove and replace base, vinyl cove, 4 IN high, 20 LF long.

{25} West Professors' Offices:

{01} Hallway C-126 (4 FT x 36 FT):

ZZZZ. Remove and replace base, vinyl cove, 4 IN high, 54 LF long.

AAAAA. Remove and replace 72 SF of floor, VCT, 12 IN x 12 IN.

{02} Office C-132 (6 FT x 8 FT):

BBBBB. Remove and replace 2 SF acoustic tile, 2 FT x 4 FT.

CCCCC. Remove and replace 4 SF of floor, VCT, 12 IN x 12 IN.

{03} Office C-131 (6 FT x 8 FT):

DDDDD. Remove and replace 24 SF acoustic tile, 2 FT x 4 FT.

EEEEE. Remove and replace 1 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

FFFFF. Remove and replace 6 SF of floor, VCT, 12 IN x 12 IN.

{04} Office C-130 (6 FT x 8 FT):

GGGGG. Remove and replace 20 SF acoustic tile, 2 FT x 4 FT.

HHHHH. Remove and replace base, vinyl cove, 4 IN high, 28 LF long.

{05} Office C-129 (6 FT x 8 FT):

IIIII. Remove and replace base, vinyl cove, 4 IN high, 28 LF long.

JJJJJ. Remove and replace 4 SF of floor, VCT, 12 IN x 12 IN.

{06} Office C-128 (6 FT x 8 FT):

KKKKK. Remove and replace 8 SF of ceiling, acoustic tile, 2 FT x 4 FT.

LLLLL. Remove and replace base, vinyl cove, 4 IN high, 28 LF long.

MMMMM. Remove and replace 5 SF of floor, VCT, 12 IN x 12 IN.

{07} Office C-127 (6 FT x 8 FT):

NNNNN. Remove and replace 2 SF acoustic tile, 2 FT x 4 FT.

OOOOO. Remove and replace 8 SF of floor, VCT, 12 IN x 12 IN.

{26} English Department:

{01} Six Offices (~6 FT x 8 FT, Each):

PPPPP. Remove and replace 30 SF acoustic tile, 2 FT x 4 FT.

QQQQQ. Remove and replace 1 light fixture, fluorescent, 1 FT x 4 FT, 4 tube, recessed.

RRRRR. Remove and replace 30 SF of floor, VCT, 12 IN x 12 IN, mastic separation.

{02} Hallway (4 FT x 36 FT):

SSSSS. Remove and replace 28 SF acoustic tile, 2 FT x 4 FT.

{03} Conference Room (8 FT x 15 FT):

TTTTT. Remove and replace 52 SF acoustic tile, 2 FT x 4 FT.

UUUUU. Remove and replace 10 SF of floor, VCT, 12 IN x 12 IN.

VVVVV. Remove and replace base, vinyl cove, 4 IN high, 4 LF long.

{04} Storage Area (12 FT x 20 FT):

WWWWW. Remove and replace 4 SF acoustic tile, 2 FT x 4 FT.

XXXXX. Remove and replace wood base of shelving, 4 IN high, 1/2 IN thick, 20 LF long.

YYYYY. Remove and replace 240 SF of floor, VCT, 12 IN x 12 IN.

{05} Adjunct Faculty Office (6 FT x 12 FT):

ZZZZZ. Remove and replace 31 SF of floor, VCT, 12 IN x 12 IN.

{27} Spanish Department:

{01} Reception (8 FT x 13 FT):

AAAAA. Remove and replace 24 SF acoustic tile, 2 FT x 4 FT.

BBBBB. Remove and replace 22 SF of floor, VCT, 12 IN x 12 IN.

{02} Hallway (4 FT x 36 FT):

CCCCCC. Remove and replace 16 SF of ceiling, acoustic tile, 2 FT x 4 FT.

DDDDDD. Remove and replace 7 SF of wall, paint on drywall, and paint 360 SF of wall.

EEEEEE. Remove and replace base, vinyl cove, 4 IN high, 29 FT long.

FFFFFF. Remove and replace 30 SF of floor, VCT, 12 IN x 12 IN.

{03} Ten Offices (6 FT x 8 FT, Each):

GGGGG. Remove and replace 96 SF acoustic tile, 2 FT x 4 FT.

HHHHH. Remove and replace 2 light fixture, fluorescent, 1 FT x 4 FT, 4 tube, recessed.

IIIII. Remove and replace 96 SF of floor, VCT, 12 IN x 12 IN.

{28} Lobby Offices (9 FT x 30 FT):

JJJJJ. Remove and replace 135 SF acoustic tile, 2 FT x 4 FT.

{29} Hallways:

{01} West Lobby Hallway (L-Shaped, 9 FT x 36 FT + 6 FT x 9 FT):

KKKKK. Remove and replace 44 SF acoustic tile, 2 FT x 4 FT.

LLLLL. Remove and replace 1 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

MMMMM. Remove and replace 72 SF of floor, VCT, 12 IN x 12 IN.

NNNNN. Remove and replace base, vinyl cove, 4 IN high, 4 LF long.

{02} North Hallway (8 FT x 169 FT):

OOOOO. Remove and replace 108 SF acoustic tile, 2 FT x 4 FT.

PPPPP. Remove and replace 4 SF of insulation on metal duct, foil faced.

QQQQQ. Remove and replace base, vinyl cove, 4 IN high, 86 LF long.

RRRRR. Remove and replace 338 SF of floor, VCT, 12 IN x 12 IN.

{03} South Hallway (8 FT x 169 FT):

SSSSS. Remove and replace 60 SF acoustic tile, 2 FT x 4 FT.

TTTTT. Remove and replace base, vinyl cove, 4 IN high, 86 LF long.

UUUUUU. Remove and replace 169 SF of floor, VCT, 12 IN x 12 IN.

{04} Center Hallway (12 FT x 36 FT):

VVVVVV. Remove and replace 80 SF acoustic tile, 2 FT x 4 FT.

WWWWWW. Remove and replace 1 light fixture, fluorescent, 1 FT x 4 FT, 4 tube, recessed.

{05} Basement:

{01} CS 001 Classroom (24 FT x 24 FT):

XXXXXX. Remove and replace 576 SF acoustic tile, 2 FT x 4 FT.

YYYYYY. Remove and replace 144 SF of floor, VCT, 12 IN x 12 IN.

{02} CS 002 Classroom (24 FT x 54 FT):

ZZZZZZ. Remove and replace 1,296 SF acoustic tile, 2 FT x 4 FT.

AAAAAAA. Remove and replace 4 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

BBBBBBB. Remove and replace 204 SF of floor, VCT, 12 IN x 12 IN.

{03} CS 003 Classroom (27 FT x 36 FT):

CCCCCCC. Remove and replace 820 SF acoustic tile, 2 FT x 4 FT.

DDDDDDD. Remove and replace 244 SF of floor, VCT, 12 IN x 12 IN.

{04} CS 004 Classroom (20 FT x 24 FT):

EEEEEEE. Remove and replace 240 SF of ceiling, acoustic tile, 2 FT x 4 FT.

FFFFFFF. Remove and replace 1 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

GGGGGGG. Prepare and paint 42 SF of steel door jamb, hollow metal, painted, 3 FT x 7 FT opening.

HHHHHHH. Remove and replace 120 SF of floor, VCT, 12 IN x 12 IN.

{05} CS 005 Classroom (20 FT x 24 FT):

IIIIIII. Remove and replace 120 SF acoustic tile, 2 FT x 4 FT.

JJJJJJJ. Remove and replace 120 SF of floor, VCT, 12 IN x 12 IN.

{06} CS 006 Classroom (20 FT x 24 FT):

KKKKKKK. Remove and replace 152 SF acoustic tile, 2 FT x 4 FT.

LLLLLLL. Remove and replace 2 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

MMMMMMM. Remove and replace 120 SF of floor, VCT, 12 IN x 12 IN.

{07} CS 007 Classroom (20 FT x 24 FT):

NNNNNNN. Remove and replace 176 SF acoustic tile, 2 FT x 4 FT.

OOOOOOO. Remove and replace 2 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

PPPPPPP. Remove and replace 120 SF of floor, VCT, 12 IN x 12 IN.

{08} Faculty Offices:

{01} Hallway (4 FT x 36 FT):

QQQQQQQ. Remove and replace 4 SF acoustic tile, 2 FT x 4 FT.

RRRRRRR. Remove and replace base, vinyl cove, 4 IN high, 4 FT long.

{02} Twelve Offices (6 FT x 8 FT, Each):

SSSSSSS. Remove and replace 144 SF of ceiling, acoustic tile, 2 FT x 4 FT.

TTTTTTT. Prepare and paint 168 SF base of wall.

UUUUUUU. Remove and replace 232 SF of floor, VCT, 12 IN x 12 IN.

VVVVVVV. Remove and replace base, vinyl cove, 4 IN high, 168 FT long.

{09} Men's Restroom (11 FT x 12 FT + 4 FT x 7 FT):

WWWWWWW. Remove and replace 40 SF acoustic tile, 2 FT x 4 FT.

{10} Janitor's Closet (5 FT x 11 FT):

XXXXXXXX. Remove and replace 14 SF acoustic tile, 2 FT x 4 FT.

{11} Women's Restroom (11 FT x 12 FT + 4 FT x 7 FT):

YYYYYYY. Remove and replace 40 SF acoustic tile, 2 FT x 4 FT.

{12} Hallways:

{01} West Hallway (13 FT x 36 FT):

ZZZZZZZ. Remove and replace 468 SF acoustic tile, 2 FT x 2 FT.

AAAAAAAAA. Remove and replace 1 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

BBBBBBB. Remove and replace 15 SF of floor, VCT, 12 IN x 12 IN.

{02} North Hallway (8 FT x 80 FT):

CCCCCCCC. Remove and replace 384 SF acoustic tile, 2 FT x 2 FT.

DDDDDDDD. Remove and replace 1 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

EEEEEEEE. Remove and replace 8 SF of floor, VCT, 12 IN x 12 IN.

{03} South Hallway (9 FT x 80 FT):

FFFFFFF. Remove and replace 640 SF acoustic tile, 2 FT x 2 FT.

GGGGGGGG. Remove and replace 160 SF suspended metal grid.

HHHHHHHH. Remove and replace 2 light fixture, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

IIIIIII. Remove and replace 10 SF of floor, VCT, 12 IN x 12 IN.

{07} Air Conditioning:

KKKKKKKK. Remove and replace 1 York YCAL114EC46XCA air-cooled chiller, 114 TON.

LLLLLLLL. Remove and replace insulation, foam glass 2 IN thick for 3 IN pipe, 100 LF long.

MMMMMMMM. Remove and replace insulation, foam glass 2 IN thick for 4 IN pipe, 100 LF long.

**DI 252378; UPR Humacao Edificio 002 Edificio de Letras
Hazard Mitigation Proposal (HMP) Scope of Work**

A. Roofs:

1. When installing the new 17,510 SF of corrugated metal roof (included in PA SOW), ensure fasteners pattern is increased to 36 per square (100 SF) at the high-pressure wind zones. **(Supplementary)**

2. Secure the new 282 SF of flashing with self-drilling masonry screws with neoprene washers at least every 6 IN c.c. **(Supplementary)**

3. Install approximately 384 LF of termination bar around perimeter of roof to protect the waterproofing membrane. **(Supplementary)**

4. Remove and replace the remaining 342 SF of corrugated metal "R" profile at Penthouse Roof. **(Supplementary cost)**

5. Remove and replace the remaining 144 LF of flashing at Penthouse Roof. **(Supplementary cost)**

6. Secure the new 148 LF of flashing with self-drilling masonry screws with neoprene washers every 6 IN c.c. **(Supplementary)**

B. Openings:

7. Install weatherstripping around 1 EA of door to elevator equipment room, at Penthouse Roof to provide protection from water intrusion. **(Supplementary)**

8. Install weatherstripping around 1 EA double door opening, 6 FT x 7 FT, at Penthouse Roof to provide protection from water intrusion. **(Supplementary)**

9. Apply 14 SF of window dry gasket to the interior to seal glazing and prevent water infiltration. **(Supplementary)**

10. Apply 12 SF of safety film to protect the glazing on 1 EA window, 3 FT long x 4 FT high. **(Supplementary)**

11. Apply 5 SF of safety film to protect the glazing on 1 EA window, 20 IN long x 32 IN high. **(Supplementary)**

12. Apply 5 SF of safety film to protect the glazing on 1 EA window, 20 IN long x 32 IN high. **(Supplementary)**

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13. Apply 5 SF of safety film to protect the glazing on 1 EA window, 20 IN long x 32 IN high. **(Supplementary)**

14. Apply 14 SF of window dry gasket to the interior to seal glazing and prevent water infiltration. **(Supplementary)**

C. Interior Finishes:

15. Replace 3,510 SF of 2 FT x 4 FT acoustic ceiling tiles with 3,510 SF of water-resistant acoustical ceiling tiles to prevent similar damages from water infiltration and mold growth. **(Replacement)**

a. Note: The costs to implement these mitigation measures have been included in PA repair cost. No additional cost included in the HMP Cost Estimate for this item.

16. Apply a waterproof underlayment below the new 1,123 LF of vinyl base, 4 IN, to prevent water damage. **(Supplementary)**

17. Apply 3,813 SF of waterproof underlayment below the new VCT floor at Ground Floor to prevent water damage. **(Supplementary)**

18. Replace 24 SF of 2 FT x 2 FT acoustic ceiling tiles with 24 SF of water-resistant acoustical ceiling tiles to prevent similar damages from water infiltration and mold growth. **(Replacement)**

a. Note: The costs to implement these mitigation measures have been included in PA repair cost. No additional cost included in the HMP Cost Estimate for this item.

19. Replace 3,622 SF of 2 FT x 4 FT acoustic ceiling tiles with 3,622 SF of water-resistant acoustical ceiling tiles to prevent similar damages from water infiltration and mold growth. **(Replacement)**

a. Note: The costs to implement these mitigation measures have been included in PA repair cost. No additional cost included in the HMP Cost Estimate for this item.

20. Apply 1,337 SF of waterproof underlayment below the new VCT floor at Basement Floor to prevent water damage. **(Supplementary)**

21. Apply a waterproof underlayment below the new 172 LF of vinyl base, 4 IN, to prevent water damage. **(Supplementary)**

22. Replace 1,492 SF of 2 FT x 2 FT acoustic ceiling tiles with 1,492 SF of water-resistant acoustical ceiling tiles to prevent similar damages from water infiltration and mold growth. **(Replacement)**

a. Note: The costs to implement these mitigation measures have been included in PA repair cost. No additional cost included in the HMP Cost Estimate for this item.

D. Equipment:

1. Secure the 1 EA of York YCAL114EC46XCA air-cooled chiller, 114 TON to curb by installing adequate galvanized anchors and accessories.

(Supplementary)

3. DI 252381; UPR Humacao Edificio 003 Edificio de Administración

Building Damage:

{01} Building Envelope:

A. Repair and paint 12 SF of concrete soffit.

B. Prepare and paint 96 SF of exterior wall.

{02} Roof:

{01} Main Roof (100 FT x 108 FT):

C. Remove and replace 276 SF of roof, corrugated metal panel.

D. Remove and replace 18 SF of roof, corrugated metal panel.

E. Remove and replace 75 SF of roof, single ply bituminous membrane.

F. Remove and replace 10,800 SF of screws of corrugated metal roof panels, 1 screw per 2 SF.

{02} Penthouse Roof (20 FT x 50 FT):

G. Remove and replace 200 SF of roof, corrugated metal panel.

{03} Community Relations:

{01} Open Area (18 FT x 20 FT):

H. Remove and replace 28 SF acoustic tile, 2 FT x 2 FT.

I. Remove and replace 1 light fixture lens cover, 2 FT x 4 FT, clear plastic, 1/8 IN thick.

{02} Office A - Corner (10 FT x 12 FT):

J. Remove and replace 4 SF acoustic tile, 2 FT x 2 FT.

{03} Office B (10 FT x 12 FT):

K. Remove and replace, rubber gasket at header, 3 LF long.

L. Remove and replace 20 SF acoustic tile, 2 FT x 2 FT.

{04} University Development:

{02} Office - South (9 FT x 12 FT):

M. Remove and replace 4 SF acoustic tile, 2 FT x 2 FT.

{03} Storage Room (12 FT x 12 FT):

N. Remove and replace 24 SF acoustic tile, 2 FT x 2 FT.

O. Remove and replace 18 SF of floor, VCT, 12 IN x 12 IN.

{05} Office (11 FT x 12 FT):

P. Remove and replace 4 SF acoustic tile, 2 FT x 2 FT.

Q. Remove and replace 1 light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube.

{06} Office - Santiago (9 FT x 11 FT):

R. Remove and replace 10 SF acoustic tile, 2 FT x 2 FT.

{09} Office -Small West (7 FT x 9 FT):

S. Remove and replace 4 SF acoustic tile, 2 FT x 2 FT.

{11} Reception B - West (10 FT x 20 FT + 11 FT x 11 FT):

T. Remove and replace 4 SF acoustic tile, 2 FT x 2 FT.

{05} Dean Area:

{01} Open Area (12 FT x 20 FT):

U. Remove and replace 12 SF acoustic tile, 2 FT x 2 FT.

{02} Dean's Office (11 FT x 12 FT):

V. Remove and replace 4 SF acoustic tile, 2 FT x 2 FT.

{06} Center Section:

{01} Security Office (7 FT x 14 FT):

W. Remove and replace 8 SF acoustic tile, 2 FT x 2 FT.

X. Remove and replace 2 SF drywall, 5/8 IN thick, at top and paint 112 SF of wall.

Y. Remove and replace 14 SF drywall, 5/8 IN thick.

Z. Prepare and paint 16 SF of wall.

AA. Remove and replace base, 4 IN vinyl cove, 14 LF long.

{07} Academic Affairs:

{02a} Open Area - Office (10 FT x 12 FT):

BB. Remove and replace 8 SF of ceiling, acoustic tile, 2 FT x 2 FT.

CC. Prepare and paint 100 SF drywall surface.

{03} Storage Room - Northwest Corner (9 FT x 12 FT):

DD. Remove and replace 8 SF acoustic tile, 2 FT x 2 FT.

EE. Remove and replace 10 SF of floor, VCT, 12 IN x 12 IN.

{08} Office (10 FT x 12 FT):

FF. Remove and replace 1 light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube.

{08} Rector Area:

{02} Office - SE Corner (10 FT x 13 FT):

GG. Remove and replace 130 SF acoustic tile, 2 FT x 2 FT.

{03} Office - Ayudante Especial (10 FT x 13 FT):

HH. Remove and replace 102 SF acoustic tile, 2 FT x 2 FT.

{09} Lobbies and Hallways:

{01} East/Main Lobby (24 FT x 26 FT):

II. Remove and replace 20 SF acoustic tile, 2 FT x 2 FT.

{02} North Hallway (6 FT x 77 FT):

JJ. Remove and replace 378 SF acoustic tile, 2 FT x 2 FT.

KK. Remove and replace base, 4 IN vinyl cove, 180 LF long.

{03} West Lobby (12 FT x 28 FT):

LL. Remove and replace 4 SF acoustic tile, 2 FT x 2 FT.

{04} South Hallway (6 FT x 94 FT):

MM. Remove and replace 260 SF acoustic tile, 2 FT x 2 FT.

NN. Remove and replace base, 4 IN vinyl, 5 LF long.

OO. Remove and replace 6 SF of floor, VCT, 12 IN x 12 IN.

**DI 252378; UPR Humacao Edificio 002 Edificio de Letras
Hazard Mitigation Proposal (HMP) Scope of Work**

Roof Supplementary Mitigation:

1. Add an average of 36 fasteners per square foot (or 100 SF) on metal panel roof to prevent future similar damage and improve wind resistant. 10,800 SF total. **Note:** Cost to complete mitigation measures has been included in PA Cost Estimate as a Least Cost Alternative (LCA). No additional cost included in the HMP Cost Estimate for this item.

Acoustic Ceiling Mitigation:

2. Replace 1,036 SF of acoustic ceiling tiles with water resistant units to prevent water damage and mold growth from water intrusion. **Note:** Cost to complete this mitigation measure has been included in PA Cost Estimate. No additional cost included in the HMP Cost Estimate for this item.

Gypsum Board Mitigation:

3. Replace 16 SF of gypsum wallboard on walls and ceilings with water resistant wall boards to prevent water damage and mold growth from water intrusion. **Note:** Cost to complete mitigation measures has been included in PA Cost Estimate as a Least Cost Alternative (LCA). No additional cost included in the HMP Cost Estimate for this item.

Flooring Supplementary Mitigation:

VCT floor:

4. Replace 34 SF of regular adhesive with a waterproof underlayment for vinyl floors.

Vinyl Base:

5. Replace 66.3 SF of regular adhesive with a waterproof underlayment for vinyl base floors. (199 LF x .33 FT= 66.3 SF)

Exterior Paint Mitigation:

6. Replace 96 SF of PA exterior paint first and second coat with waterproof sealer paint (first and second coat), to reduce moisture through masonry walls and preventing similar damages to the exterior paint and interior water damages.

4. DI 252389; UPR Humacao Edificio 006 Teatro

Building Damage:

{00-001} Building Envelope:

A. Prepare and paint 23,200 SF concrete wall.

{00-002} Roof (120 FT x 175 FT):

B. Remove and replace 21,100 SF of roof, asphaltic built-up membrane.

C. Remove and replace conduit, PVC, 1 IN, 25 LF long.

D. Remove and replace 1 roof hatch, 4 FT x 4 FT.

{00-003} Perimeter Parapet/Soffit:

E. Remove and replace 210 SF of EIFS panels at exterior side of parapet wall (consisting of vapor barrier, high performance exterior gypsum sheathing, and 1/4 IN stucco), painted, 30 FT long x 7 FT high.

F. Remove and replace 200 SF of EIFS panels at soffit overhang (consisting of vapor barrier, high performance exterior gypsum sheathing, and 1/4 IN stucco), painted.

G. Remove and replace 16 each of metal stud framing, nominal 2 IN x 4 IN, 18 GA, 7 FT long.

{00-004} Mechanical HVAC Systems:

H. Remove and replace 200 SF of insulation on piping of chiller unit, 12 IN outside diameter.

I. Remove and replace 4 A/C condensing unit on roof, mini-split, 12,000 BTU.

J. Remove and replace 800 SF of insulation, rigid exterior 2 IN.

K. Remove and replace insulation, foam glass 2 IN thick for 3 IN pipe, 100 LF long.

L. Remove and replace insulation, foam glass 2 IN thick for 4 IN pipe, 100 LF long.

M. Remove and replace 1 Serial: 0608Q85445 chiller, Carrier Aqua Snap, 30RBA10064-5---3, 100TON.

N. Remove and replace 1 water pump, 7.5 HP, 196 GPM.

O. Remove and replace 60 TON Air Handler Unit.

{01-001} General Interior:

P. Prepare and paint 20,300 SF of building interior surfaces.

{02-201} Second Floor Room 201 Front Projection Rooms (25 FT x 28 FT):

Q. Remove and replace 700 SF 2 FT x 2 FT acoustic tile.

{02-202} Second Floor Room 202 Storage Room (Irregular shape, 380 SF):

R. Remove and replace 380 SF 2 FT x 2 FT acoustic tile.

S. Replace and paint 200 SF of wall, plaster, 1/4 IN thick.

T. Remove, remediate and replace 380 SF of floor, VCT, 12 IN x 12 IN.

U. Remove and replace 380 SF suspended metal grid.

V. Remove and replace 2 light, 2 FT x 4 FT fluorescent , 4 tube, recessed.

W. Remove and replace base, 4 IN vinyl, 82 LF long.

{02-203} Second Floor Room 203 Storage (Irregular Shape, 4 Parts, 493 SF):

X. Remove and replace 493 SF 2 FT x 2 FT acoustic tile.

Y. Prepare and paint base, wood, 1/2 IN thick, 4 IN high, 93 LF long.

Z. Remove and replace 493 SF of floor, VCT, 12 IN x 12 IN.

{02-204} Second Floor Room 204 Band Studio (20 FT x 26 FT):

AA. Remove and replace HVAC, insulated flexible duct, 6 IN diameter, R6 insulation, 75 LF long.

BB. Remove and replace 520 SF 2 FT x 2 FT acoustic tile.

CC. Remove and replace 920 SF of wall, carpet, commercial grade.

DD. Remove and replace 520 SF of carpet, commercial grade.

{02-205} Second Floor Room 205 Men's Restroom (7 FT x 12 FT):

EE. Remove and replace 8 SF 2 FT x 4 FT acoustic tile.

{02-206} Second Floor Room 206 Women's Restroom (7 FT x 12 FT):

FF. Remove and replace 84 SF 2 FT x 4 FT acoustic tile.

{02-207} Second Floor Mechanical Closet (Outside Restrooms, 4 FT x 6 FT):

GG. Remove and replace 4 SF 2 FT x 4 FT acoustic tile.

{02-208} Second Floor Room 208-211 Offices (12 FT x 51 FT):

HH. Remove and replace 9 SF of window glazing, single pane in aluminum frame, 3 FT x 3 FT.

II. Remove and replace 8 SF 2 FT x 4 FT acoustic tile.

{02-212} Second Floor Room 212 Corner Office (12 FT x 14 FT):

JJ. Remove and replace 4 SF 2 FT x 4 FT acoustic tile.

{02-213} Second Floor Room 213 Corridor (6 FT x 86 FT):

KK. Remove and replace 516 SF 2 FT x 2 FT acoustic tile.

LL. Remove and replace 516 SF of floor, VCT, 12 IN x 12 IN.

MM. Remove and replace base, 4 IN, vinyl, 184 LF long.

{02-217} Second Floor Room 217 Music Studio (20 FT x 26 FT):

NN. Remove and replace 520 SF 2 FT x 2 FT acoustic tile.

OO. Remove and replace 600 SF of floor, carpet, commercial grade, with steps, delamination.

PP. Remove and replace HVAC, insulated flexible duct, 6 IN diameter, R6 insulation, 75 LF long.

QQ. Remove and replace 1 light, fluorescent, 2 FT x 4 FT, 4 tube, recessed.

{03-101} First Floor Room 101 Center Vestibule (22 FT x 28 FT):

RR. Remove and replace 4 SF 2 FT x 2 FT acoustic tile.

{03-102} First Floor Room 102 Southeast Vestibule (22 FT x 32 FT):

SS. Remove and replace 80 SF 2 FT x 4 FT acoustic tile.

{03-105} First Floor Room 105 Northeast Vestibule (22 FT x 32 FT):

TT. Remove and replace 104 SF 2 FT x 4 FT acoustic tile.

{03-106} First Floor Room 106 South Hallway (8 FT x 116 FT):

UU. Remove and replace window dry gasket, 22 LF long.

VV. Remove and replace 1 double door set with frame, aluminum rails and stiles, full vision triple pane glazing, 3 FT x 8 FT leaves.

WW. Remove and replace 72 SF of door lite, full vision triple pane glazing, set in aluminum frame, 3 FT x 8 FT, 3 each.

XX. Remove and replace 24 SF of window glazing, single 3/8 IN pane set in aluminum storefront frame, 3 FT x 8 FT, 1 EA.

YY. Remove and replace 928 SF 2 FT x 2 FT acoustic tile.

ZZ. Remove and replace 928 SF of floor, VCT, 12 IN x 12 IN.

AAA. Remove and replace base, 4 IN vinyl, 180 LF long.

BBB. Remove, replace and paint 160 SF of wall, plaster, 1/4 IN thick.

{03-107} First Floor Room 107 North Hallway (8 FT x 122 FT):

CCC. Remove and replace 96 SF of window glazing, single 3/8 IN pane set in aluminum storefront frame, 3 FT x 8 FT, 4 EA.

DDD. Remove and replace 72 SF of door lite, full vision triple pane glazing, set in aluminum frame, 3 FT x 8 FT, 3 each.

EEE. Remove and replace window dry gasket, 22 LF long.

FFF. Remove and replace 976 SF 2x4 acoustic tile.

GGG. Remove and replace 976 SF of floor, acoustic, 12 IN x 12 IN.

HHH. Remove and replace base, 4 IN vinyl, 192 LF long.

III. Replace 60 SF of wall, plaster, 1/4 IN thick.

JJJ. Prepare and paint 60 SF of wall.

{03-108} First Floor Room 108 Main Theater (excludes stage, 59 FT x 78 FT):

KKK. Remove and replace 4,602 SF of carpet, commercial grade.

LLL. Remove and replace 423 theater chairs, fabric covered, bolted to floor.

MMM. Remove and replace 360 SF 2 FT x 4 FT acoustic tile.

{03-109} First Floor Room 109 Stage (31 FT x 48 FT):

NNN. Remove and replace base, wood, 5-1/4 IN, bottom of stage by seating, 60 LF long.

OOO. Remove and replace 1,488 SF of wood floor, 2-1/2 IN wide.

PPP. Remove and replace stage curtain, 25 FT high, 50 LF long.

{03-114} First Floor Room 114 Honors Computer Lab (14 FT x 26 FT):

QQQ. Remove and replace 16 SF 2 FT x 2 FT acoustic tile, suspended.

RRR. Remove and replace base, 4 IN vinyl, 80 LF long.

{03-115} First Floor Room 115 Hallway Outside Room 114 (6 FT x 27 FT):

SSS. Remove and replace base, 4 IN vinyl, 54 LF long.

TTT. Remove and replace 162 SF 2 FT x 2 FT acoustic tile.

UUU. Remove and replace 162 SF of ceiling, suspended metal grid.

VVV. Remove and replace 162 SF of floor, VCT, 12 IN x 12 IN.

{03-116} First Floor Room 116 Rear Projection Room (26 FT x 36 FT):

WWW. Remove and replace 936 SF 2 FT x 2 FT acoustic tile.

XXX. Remove and replace 936 SF of floor, VCT, 12 IN x 12 IN.

YYY. Remove and replace base, 4 IN vinyl, 132 LF long.

ZZZ. Replace and paint 50 SF of wall, plaster, 1/4 IN thick.

AAAA. Remove and replace 50 SF of door frame, hollow metal, 6 FT x 7 FT.

{03-117} First Floor Room 117D Hallway Outside Room 117 (6 FT x 27 FT):

BBBB. Remove and replace 162 SF of floor, VCT, 12 IN x 12 IN.

CCCC. Remove and replace base, 4 IN vinyl, 54 LF long.

DDDD. Remove and replace 162 SF 2 FT x 2 FT acoustic tile.

EEEE. Remove and replace 162 SF of ceiling, suspended metal grid.

{03-118} First Floor Room 118 West Hallway (6 FT x 79 FT):

FFFF. Remove and replace 474 SF of floor, VCT, 12 IN x 12 IN.

GGGG. Remove and replace base, 4 IN vinyl, 158 LF long.

HHHH. Remove and replace 474 SF of ceiling, 2x2 acoustic tile.

IIII. Remove and replace 474 SF of ceiling, suspended metal grid.

{03-119} First Floor Room 119 Stairwell (12 FT x 14 FT):

JJJJ. Remove and replace 32 SF 2 FT x 2 FT acoustic tile.

KKKK. Remove and replace 1 light, fluorescent, 4 tube, recessed.

{03-124} First Floor Room 124A Office (8 FT x 12 FT):

LLLL. Remove and replace base, 4 IN vinyl, 40 LF long.

{03-125} First Floor Room 125 Equipment Storage (L-Shape, 310 SF):

MMMM. Remove and replace 20 SF 2 FT x 2 FT and 2 FT x 4 FT acoustic tile.

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Hazard Mitigation Proposal (HMP) Scope of Work

A. Roof Mitigation:

The Roof measures 120 FT x 175 FT and the Penthouse Roof measures 37 FT x 27 FT, for a total of 20,001 SF and 999 SF, respectively. The PA SOW covers removal and replacement of 21,100 SF of roof, asphaltic built-up membrane (100%).

1. Replace the 21,100 SF asphaltic built-up membrane with a 21,100 SF modified bitumen roof assembly.

a. Include roof insulation, at least 1 IN thick, to maintain roof drainage design.

b. Include 718 LF of termination bar to prevent membrane uplift and rollback.

B. Openings Mitigation:

Refer to Attachment 3 – 88694 – 252378 – WR HMP – Openings Inventory for detailed list.

Note: All replacement openings shall be in-kind; new units shall match all physical and visual aspects, including design, color, hardware, and workmanship of original openings.

Doors:

PA SOW includes removal and replacement of 1 double door, 6 FT x 8 FT; 144 SF of door lite glazing of 2 FT x 8 FT (6 EA).

1. When installing the 1 EA double aluminum and glass door included in PA SOW, 6 FT x 8 FT, ensure a rated unit and impact-resistant glazing.

a. Note: Cost to complete this mitigation measure has been included in PA Cost Estimate. No additional cost included in the HMP Cost Estimate for this item.

2. Remove the remaining 15 EA double aluminum and glass doors, 6 FT x 8 FT.

3. Install 15 EA rated unit double aluminum and glass doors, 6 FT x 8 FT with impact-resistant glazing. (Total 336.75 SF)

a. Note: The 6 EA, 2 FT x 8 FT, of door lite glazing included in PA will be replaced by this mitigation action.

4. Remove the 3 EA double steel doors at Mechanical Penthouse, 6 FT x 6 FT 8 IN.

5. Install 3 EA code-compliant hurricane-rated steel double doors at Mechanical Penthouse, 6 FT x 6 FT 8 IN.

6. Replace 1 EA roof hatch, 4 FT x 4 FT, with 1 steel Hurricane Rated roof hatch, 48 IN x 48 IN (similar to Babcock Davis Miami Dade Hurricane Rated Roof Hatch, see Attachment 4 – 88694 – 252389 – WR HMP - Babcock-Davis-Hurricane-Hatch-Data-Sheet).

Windows:

PA SOW includes 24 SF of window glazing, 3 FT x 8 FT and 96 SF (4 EA) 3 FT x 8 FT (First Floor).

7. Remove 19 EA out of 24 EA fixed glass windows, 3 FT x 7.96 FT, on First Floor (HM total 453 SF out of 573 SF).

a. Note: Removal of 5 EA, 120 SF is included in PA SOW.

8. Replace the PA SOW 5 EA, 3 FT x 8 FT, windows with rated units and impact-resistant glazing.

9. Install 19 EA fixed glass windows, rated units with impact-resistant glazing (total 453 SF) on the First Floor.

10. Remove 8 EA fixed glass windows, 3 FT 1 IN x 10 FT 2 IN, on Second Floor (total 252.46 SF).

11. Install 8 EA fixed glass windows, rated units with impact-resistant glazing (total 252.46 SF) on the Second Floor.

Louvers:

See Attachment 5 – 88694 – 252389 – WR HMP_Louvers Photographs for reference. In order to maintain visual aspects of building per SHPO eligibility, the following opening protection methods are proposed:

12. Install approximately 2,152 SF of removable clear storm panel shutters (similar to LEXAN panels), allowing 6 IN of room space on sides and bottom of the following openings:

a. 12 openings, 12 FT x 12 FT 10 IN, with 4 louvers each (1,847.95 SF)

b. 4 openings, 5 FT x 2 FT, with 2 louvers each at Mechanical Penthouse (40 SF)

c. 1 opening, 4 FT x 2 FT, with 1 aluminum grille at Mechanical Penthouse (8 SF)

Note: The Applicant shall designate a storage area to safeguard the shutters, horizontal supports and anchors.

C. Continuous Load Path Mitigation:

1. Secure the mechanical equipment to existing roof or wall to prevent displacement from wind.

a. 4 EA of A/C condensing units on roof, mini-split, 12,000 BTU (included in PA SOW)

b. 2 EA A/C window units attached to wall (undamaged)

Post-Construction Inspection:

1. Employ a design professional to certify post-construction conditions meet or exceed 2018 International Building Code/Puerto Rico Building Code requirements.

SOW PW 4912

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Building Envelope:

A. Remove and replace 18 each of security light, surface mount, 11 IN x 11 IN, 250 Watts.

B. Remove and replace 1 each of door, metal 3 FT x 7 FT.

C. Remove and replace 10 each of window caulk, 20 LF

D. Remove and replace 8 each of HVAC air handler, 3-ton, 3 phase.

Exterior Paint:

- A. Prep and paint 3,200 SF of walls and overhang paint.
- B. Prep and paint 2,200 SF of courtyard walls and column surface paint.
- C. Prep and paint 600 SF of breezeway surface paint.

Roofing System Main:

- A. Remove and replace 5,430 SF of built up roofing, 2 ply.
- B. Remove and replace 792 SF of flashing, galvanized iron, 26 gauge.
- C. Remove and replace 1 each of exhaust fan, 2,750 CFM.
- D. Remove and replace 225 SF of skylight acrylic.

Roofing System Secondary (20x50):

- A. Remove and replace 2,740 SF of roof, metal.

Roofing System Courtyard Metal over concrete:

- A. Remove and replace 950 SF of roof, ribbed metal.

First Floor General:

- A. Remove and replace 7,500 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 110 each of light fixture, fluorescent, recessed, 2 FT x 4 FT, 4 tube.
- C. Prep and paint 7,850 SF of wall, drywall, 5/8 IN, painted.
- D. Remove and replace ductwork, insulated, 18 IN x 8 IN(4.5 ft) x 200 LF long
- E. Remove and replace ductwork, insulated, 18 IN x 10 IN(4.6 ft) x 150 LF long.
- F. Remove and replace ductwork, insulated, 18 IN x 12 IN(5 ft) x 150 LF long.
- G. Remove and replace 2,400 SF of floor, rubber matting.
- H. Remove and replace base, 4 IN, rubber, 780 LF long.
- I. Remove and replace 1 each of illuminated emergency exit sign.

Interior Paint:

- A. Prep and paint 6,870 SF of painted surfaces.

Mold:

- A. Clean 7,500 SF of mold.

**DI 252523; UPR Humacao Edificio 017 Centro Pre-Escolar
Hazard Mitigation Proposal (HMP) Scope of Work**

Buildings and Structure s/Roofs Hazard Mitigation (supplementary):

- a. For Items (I)a. & d. (damaged roof waterproofing/protection system) above, to provide better resistance to detachment/breaching/blistering of the roofing membrane:
 - i. Apply secondary layer of SBS modified bituminous membrane, heavyweight base sheet, 87 to 120 mil thick. **Total of 5,430 sf.**

Buildings and Structure s/Roofs Hazard Mitigation (supplementary):

- a. For Items (I)b. & d. (damaged roof waterproofing/protection system) above, to provide better resistance to detachment/breaching of the roofing membrane:
 - i. Install termination bar along length of roof flashing, per Repetitive Hazard Mitigation Proposal solution. **Total of 792 lf.** Includes:
 - 1. Aluminum, structural shapes, under 1 ton, 1" to 10" members
 - 2. Lag screw, steel, 1/4" dia x 2" L
 - 3. Bolt, hex head, incl nut & washer, for galvanized

Buildings and Structures/Roofs Hazard Mitigation (supplementary):

- a. For Items (I)c. & d. (damaged metal roofing paneling) above, to prevent the detachment of the roofing panels by wind uplift:

- i. Install additional sheet metal screws, stainless steel, with aluminum or neoprene washers, plain, #14 x 2", for **3,690 sf** of roofing, per the applicable Repetitive HMP.

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Building Envelope:

- A. Prep and paint 4,942 SF of paint.
- B. Remove and replace 7 each of high output fluorescent exterior floodlight with sensor, wall mounted, 300 watt.
- C. Repair and paint 719 SY of stucco, 1/2 IN.

Building Envelope:

- A. Remove and replace 1 each of Windows, aluminum жалousies, 3 FT wide x 5 FT high.
- B. Remove and replace 2 each of Windows, picture, one lite, 3 FT wide x 5 FT high.

Roofing System:

- A. Remove and replace 7,250 SF of adhered rolled bitumen membrane.
- B. Remove and replace 2 each of AC split unit and shut-off switch, rooftop, 5 ton.
- C. Remove and replace 60 SF of skylight, double glazed, acrylic.
- D. Remove and replace 68 each of photovoltaic panels, Kyocera KD235GX-LPB, 235W.
- E. Remove and replace 6 each of photovoltaic, circuit breakers, 175A.
- F. Remove and replace 1 each of Trane XE-1000-3 Split unit and shut-off switch, rooftop, 3.5 ton.
- G. Remove and replace 5 each of AC split unit and shut-off switch, rooftop, 3 ton.
- H. Remove and replace 2 each of AC split unit and shut-off switch, rooftop, 2 ton.

First Floor East to West Corridor (10 FT x 94 FT):

- A. Remove and replace 1 each of Illuminated security exit sign, ceiling mounted.

First Floor Men's Restroom and corridor (7 FT x 23 FT + 4 FT x 8 FT):

- A. Remove and replace 193 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 3 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.

First Floor Janitor closet (6 FT x 8 FT):

- A. Remove and replace 48 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 1 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.
- C. Remove and replace 48 SF of floor, VCT, 12 IN x 12 IN.

First Floor Women's Restroom and corridor (7 FT x 23 FT + 4 FT x 8 FT):

- A. Remove and replace 193 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 3 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.

First Floor Office 1 (13 FT x 20 FT):

- A. Remove and replace 260 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 1 each of A/C unit, split ductless, 2 TON.
- C. Remove and replace 260 SF of floor, VCT, 12 IN x 12 IN.
- D. Remove and replace 3 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.

First Floor Office 2 (10 FT x 13 FT):

- A. Remove and replace 130 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 130 SF of floor, VCT, 12 IN x 12 IN.
- C. Remove and replace 2 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.

First Floor Office 3 (13 FT x 20 FT):

- A. Remove and replace 260 each of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 260 SF of floor, VCT, 12 IN x 12 IN.
- C. Remove and replace 3 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.

First Floor Office 4 (10 FT x 13 FT):

- A. Remove and replace 130 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 130 SF of floor, VCT, 12 IN x 12 IN.
- C. Remove and replace 2 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.

D. Remove and replace 1 each of A/C unit, split ductless, 2 TON.

First Floor Corridor storage (4 FT x 7 FT):

- A. Remove and replace 28 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 1 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.
- C. Remove and replace 28 SF of floor, VCT, 12 IN x 12 IN.

First Floor Reception Vestibule (24 FT x 30 FT):

- A. Remove and replace 720 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 720 SF of floor, VCT, 12 IN x 12 IN.
- C. Remove and replace 6 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.

First Floor Computer room (10 FT x 16 FT):

- A. Remove and replace 160 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 3 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.
- C. Remove and replace 160 SF of floor, VCT, 12 IN x 12 IN.

First Floor Faculty Room (9 FT x 20 FT):

- A. Remove and replace 180 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 3 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.
- C. Remove and replace 180 SF of floor, VCT, 12 IN x 12 IN.

First Floor Warehouse (14 FT x 20 FT + 4 FT x 13 FT):

- A. Remove and replace 332 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 4 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.
- C. Remove and replace 332 SF of floor, VCT, 12 IN x 12 IN.

First Floor TO103 Classroom (24 FT x 28 FT + 8 FT x 10 FT):

- A. Remove and replace 752 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 5 each of light fixture, fluorescent, recessed, 2 FT x 4 FT.
- C. Remove and replace 1 each of A/C unit, split ductless, 2 TON.
- D. Remove and replace 2 each of intercom speaker.
- E. Remove and replace 42 SF of door system, aluminum storefront, 6 FT x 7 FT, 1 pair.

First Floor TO103 Classroom (24 FT x 28 FT + 8 FT x 10 SF):

- A. Remove and replace 1 each of exit light.

First Floor Storage (6 FT x 7 FT):

- A. Remove and replace 42 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 1 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.
- C. Repair 48 SF of concrete plaster, stucco 1/2 IN.

First Floor TO104 Classroom (25 FT x 27 FT):

- A. Remove and replace 675 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 6 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.
- C. Remove and replace 42 SF of door system north end, aluminum storefront, 3 FT x 7 FT, 1 pair.
- D. Remove and replace 1 each of A/C unit, split ductless, 2 TON.

First Floor Storage (6 FT x 7 FT):

- A. Remove and replace 42 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 1 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.
- C. Repair 24 SF of wall cracks, concrete plaster, 1/2 IN.

First Floor Warehouse (9 FT x 19 FT):

- A. Remove and replace 171 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 2 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.

First Floor Office Vestibule (9 FT x 14 FT):

- A. Remove and replace 126 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.
- B. Remove and replace 2 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.
- C. Remove and replace 1 each of A/C unit, split ductless, 2 TON.

First Floor Office 5 (7 FT x 10 FT):

- A. Remove and replace 70 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.

B. Remove and replace 1 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.

First Floor Office 6 (7 FT x 10 FT):

A. Remove and replace 70 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.

B. Remove and replace 1 each of light fixture, 4 tube fluorescents.

First Floor Communications and Electrical Utilities (6 FT x 9 FT):

A. Remove and replace 52 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.

B. Remove and replace 1 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.

First Floor Office 7 (7 FT x 10 FT):

A. Remove and replace 70 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.

B. Remove and replace 1 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.

First Floor Office 8 (7 FT x 10 FT):

A. Remove and replace 70 SF of ceiling, 2 FT x 2 FT suspended acoustic tile.

B. Remove and replace 1 each of light fixture, 4 tube fluorescents, recessed, 2 FT x 4 FT.

First Floor Classroom 102 Classroom (30 FT x 33 FT):

A. Remove and replace 1 each of A/C unit, split ductless, 2 TON.

First Floor Warehouse (5 FT x 30 FT):

A. Remove and replace 150 SF of floor, VCT, 12 IN x 12 IN.

General:

A. Clean and paint 12,708 SF of painted surfaces.

B. Remove and replace 100 each of electrical, telecom/data wiring, 40 FT.

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Hazard Mitigation Proposal (HMP) Scope of Work**

Buildings and Structures/Roofs Hazard Mitigation (supplementary):

a. For Items (I)a. (damaged roof waterproofing/protection system) above, to provide better resistance to detachment/breaching/blistering of the roofing membrane: Apply secondary layer of SBS modified bituminous membrane, heavyweight base sheet, 87 to 120 mil thick. **Total of 7,250 sf.**

Buildings and Structures/Roofs Hazard Mitigation (supplementary):

a. For Items (I)f. (damaged skylight) above, to provide better resistance against wind forces/pressure/uplift:

i. Provide tiedown system with steel wire rope, anchor bolts, turnbuckles, and thimbles (stainless steel. See List of Attachments below for supporting info.

Mechanical, Electrical, Plumbing (ME P) Components Hazard Mitigation (supplementary):
Measure D

a. For Items (I)g. (damaged rooftop solar system – photovoltaic panels) above, to provide better resistance against wind forces/pressure/uplift:

i. Provide a tiedown system with steel wire rope, anchor bolts, turnbuckles, and thimbles (stainless steel). See List of Attachments below for supporting info.

END OF SECTION

23. APPENDIX G

FEMA Alternative Procedures

PLEASE [CLICK HERE](#)

24. APPENDIX H:

Photos, Record of Environmental Considerations (REC) & Method of repair (MOR)

PLEASE [CLICK HERE](#)

End of Document