

**UNIVERSITY OF PUERTO RICO  
CENTRAL ADMINISTRATION  
NOTICE OF REQUEST FOR PROPOSAL RFP #DRO 25-003 / B00024  
DESIGN AND SUPERVISION SERVICES**

Administración  
Central  
Universidad de  
Puerto Rico

**Timeline:**

**RFP publication date:** July 12, 2024.

**Site visit (Not Compulsory)** July 29, 2024, Time: 10:00 am  
Location: Dean Administration Office  
Coordinates: 18.118825, -66.161309

**Deadline for Request  
for Information by email:** August 2, 2024, Time: on or before 4:30pm.

**Response for Request  
for Information by email:** August 7, 2024, Time: on or before 4:30pm.

The proposal must be submitted **by email on or before 11:59pm (AST) on August 14, 2024.** Address the indicated contacts in Section II (Mr. Julio Collazo Rivera, attention to Arch. Alejandro Argüelles and Eng. Eliezer Collazo Ortiz). The University of Puerto Rico (UPR) will accept offers via email in digital PDF format at [upprecovery.rfp@upr.edu](mailto:upprecovery.rfp@upr.edu).



The UPR is working towards its recovery, which requires the issuance of this Request for Proposal for Design and Supervision Services for the UPR Recovery Project **B00024-DRO-04-2024-CAY-Reconditioning and Repair of 16 Facilities at the University of Puerto Rico, Cayey Campus.** The purpose of this RFP is to request and receive proposals from qualified Architecture and Engineering firms for the development of all design documents: Basis of Design, detail design, specifications, cost estimates, schedules, scopes of work, bidding phase, and other required documentation for the compliance of the requirements of FEMA and PRDOH/CDBG-DR Non-Federal Match Program. The awarded firm or professional will also provide services of oversight and coordination for the execution of a complete comprehensive project.

Oficina de  
Desarrollo  
Físico e  
Infraestructura

The project considers seven (7) Project Worksheets (PW) which contain a total of 16 DI's that will impact sixteen structures: fifteen (15) located at the Main Campus of the University of Puerto Rico at Cayey and one (1) in the center of the town of Cayey. 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. 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. In general terms, the rehabilitation tasks consider surfaces treatment, roof waterproofing (i.e. membrane, fiber glass dome displaced, drainage, etc.), mechanical system (i.e. Chillers, AHU, Ducts, etc.), electrical systems (i.e. lighting fixtures, fire alarms, smoke detectors, multi split evaporators, window air condition units, fans, Variable Frequency Drives (VFDs) controls, etc.) , Doors and/or frames replacement, Windows sealing or replacement, VCT floors among other repairs and replacements. Proponents will be working on the respective scope of work, as stated by FEMA, 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.

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  
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Julio A. Collazo Rivera, Director

# REQUEST FOR PROPOSALS FOR:

## DESIGN AND SUPERVISION SERVICES FOR

Project Number: B00024-DRO-4-2024-CAY

Project Title: RECONDITIONING AND REPAIRS OF 16 FACILITIES  
AT THE UNIVERSITY OF PUERTO RICO, CAYEY CAMPUS

RFP #DRO 25-003 / B00024

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 LPRC § 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: **B00024-DRO-04-2024-CAY-Reconditioning and Repair of 16 Facilities at the University of Puerto Rico, Cayey Campus**, ("The Project"). This Program is \$1,140,815,054.59 which 90% (\$1,026,733,549.92) 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 assessment of building's current conditions and needs and the development of all design documents: As-Built, Programming, Basis of Design, Design Phases, Specialized Studies, Specifications, Cost Estimates, Schedules, Execution Logistic Plan, Permits, assistance in bidding phase and any other required documentation for the compliance of the requirements of FEMA and PRDOH/CDBG-DR Non-Federal Match Program, including but not limited to FEMA scope alignment and alternative procedure documentation as needed.** 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:**  
**Arch. Alejandro Argüelles, Director**  
**Eng. Eliezer Collazo Ortiz, Field Operation Manager's**  
Disaster Recovery Office

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

**NOTICE:** Interested proponents **must** register receipt of this RFP and confirm their intent to participate at [uprrecovery.rfp@upr.edu](mailto:uprrecovery.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.

### **Performance Evaluation**

Please be advised that the resulting contract from this Request for Proposal (RFP) process will be subject to a series of performance evaluations throughout its term. By assessing the performance of the contractor at different stages of the contract term, the University aims to uphold the principles of fairness, transparency, and efficiency in government procurement. The evaluations will seek to review contractors' performance in the following or more areas: quality standards, delivery timelines, regulatory requirements, level of quality and value for the resources invested, and professionalism. The feedback obtained through performance evaluations can be used to identify areas for improvement and optimize the procurement process in the future, enabling the contractor and the University to learn from past experiences and enhance its practices for better outcomes.

### 3. TIMELINE AND SUBMISSION DATE

Description	Date
RFP publication	July 12, 2024.
Site Visit (Not compulsory): <b>Location (18.118825, -66.161309). Deans Administration Office.</b> Be advised that interested proponents must register via email. Please provide the complete company name, representative's name, and email.	July 19, 2024 Time: 10:00am
Deadline for Request for Information (RFI) by email	July 26, 2024, Time: on or before 4:30pm Atlantic Standard Time (AST)
Response for Request for Information by email	August 2, 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)	August 14, 2024, Time: on or before 11:59pm Atlantic Standard Time (AST).
Award Notification	October 2024
Execution of Agreement	November 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

The project considers seven (7) Project Worksheets (PW) which contain a total of 16 DI's that will impact sixteen structures: fifteen<sup>15</sup> located at the Main Campus of the University of Puerto Rico at Cayey and one (1) in the center of the town of Cayey. The buildings are:

**PW # 8330:**

DI: 153021 UPR Cayey Edificio 033 Res. de Facultad y Huéspedes (1-8)

**PW # 10112:**

DI: 208492 UPR Cayey 444 Site

**PW # 10295:**

DI: 152980 UPR Cayey Edificio 010 Mantenimiento Glorieta Recursos Físicos

DI: 152985 UPR Cayey Edificio 023-B Baños Piscina (1-19)

DI: 153066 UPR Cayey Building 175 Casa de Histriones

**PW # 7670:**

- DI: 153023 UPR Cayey Edificio 035 Alianza para el Aprendizaje de las Ciencias y Matemáticas (ALACIMA) (1-13)
- DI: 153025 UPR Cayey Edificio 037 Comisión para la Prevención de la Violencia (1-15)
- DI: 153026 UPR Cayey Edificio 038 Programa de Estudios de Honor
- DI: 153027 UPR Cayey Edificio 039 Instituto de Investigaciones Interdisciplinarias (1-21)
- DI: 261556 UPR Cayey Edificio 268 O-1 Casa Universidad A

**PW # 8313:**

- DI: 152982 UPR Cayey Edificio 018 Taller de Televisión Educativa
- DI: 152986 UPR Cayey Edificio 027 Res. de Facultad y Huéspedes (1-2)
- DI: 152988 UPR Cayey Edificio 028 Res. de Facultad y Huéspedes (1-3)
- DI: 152991 UPR Cayey Edificio 029-R1 FAC R.O.T.C (355)

**PW # 09535:**

- DI: 148245 UPR Cayey 275-444 Parque Verdes Sombras

**PW # 09925**

- DI: 260615 UPR Cayey Edificio 249 WP-1 Estación de Bombeo 1

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. 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. In general terms, the rehabilitation tasks consider surfaces treatment, roof waterproofing (i.e. membrane, fiber glass dome displaced, drainage, etc.), mechanical system (i.e. Chillers, AHU, Ducts, etc.), electrical systems (i.e. lighting fixtures, fire alarms, smoke detectors, multi split evaporators, window air condition units, fans, Variable Frequency Drives (VFDs) controls, etc.) , Doors and/or frames replacement, Windows sealing or replacement, VCT floors among other repairs and replacements.

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.

This RFP aims to develop 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 design scope will be executed in concurrence for all impacted project buildings that are included in the Project Worksheets. The Awarded proponent is responsible for the evaluation of the FEMA SOW and development of the alignment/improved project package result of the methods of repair, construction logistics and others for a complete and constructible facility or system. As part of the development, the A/E firm evaluates and develops the design package that considers:

- a. **Alignment of Scope** for submission to COR3 and FEMA for the compliance of the requirements of FEMA and PRDOH/CDBG-DR Non-Federal Match Program, that might consider the following strategies:
  - o Improved Project or Scope of Work Alignment for the compliance of the requirements for approval of FEMA, as applicable.
  - o The scope alignment/improved project package will be evaluated and developed at the beginning of the design phase for submission to COR3 and FEMA. The alignment/improved scope shall be included as part of the final construction documents phase as an alternate SOW pending COR3/FEMA approval. 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 possibles)
  - o Field Supervision
  - o Other services required for the 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 UPR Aguadilla Campus to not cause adverse effects with the academic and administrative functions.

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

## 5. SERVICES

The **Awarded Proponent** will carry out, as part of the design and supervision services, all the activities and responsibilities identified below, acknowledging that this does not



constitute an exhaustive list of the duties, which can increase due to the very nature of the work:

## **5.1 ALTERNATIVE PROCEDURES SERVICES RELATED TO FEMA'S SOW**

**5.1.1** The Alternative Procedures shall be developed per the Public Assistance Program and Policy Guide (PAPPG) V3.1 2018, Chapter 2, section VII.G (Capped Projects). Alternative Procedures consist of the following projects:

- a. Improved
- b. Consolidated
- c. Alternate
- d. Share funds
- e. Excess funds

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

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

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

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

price from an experienced and qualified firm.

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

## **5.2 SERVICES RELATED TO FEMA'S SOW**

- 5.2.1** The provided SOW serves as fundamental base for the development of a final detailed SOW. This final detailed SOW is required for submission to FEMA as part of the schematic design phase, for the purpose of Scope of Work Alignment. The UPR will provide guidelines for roof design. The awarded proponent will be responsible for the design following such guidelines and for preparing cost estimates for the mentioned SOW and any additional SOW as required by UPR for compliance with all internal and FEMA procedures. In addition, the awarded proponent shall perform technical assessments of existing roof conditions, technical specifications, including but not limited to infrared photography; uplift test; cores; materials; roof elements, including equipment, and existing roof perforations to be included as part of the as built. These plans and other documents will comply with the above requirements and must be submitted to the UPR for consideration and approval.
- 5.2.2** The Awarded Proponent is responsible for verifying the SOW, Method of Repair (MOR), Bipartisan Budget Act of 2018, Pub. L. No. 115-123, § 20601, 132 Stat. 64 (2018) approved work included in this document. The Campus Liaison will coordinate the visit as soon as possible.
- 5.2.3** The Project shall comply with FEMA's requirements for Category E – Permanent Work as stated in the Public Assistance Program and Policy Guide FP104-009-2/April 2018 and Puerto Rico's construction laws, regulations, and codes.
- 5.2.4** The Awarded Proponent is responsible for notifying the UPR's representative in case of any change that may affect the primary SOW.
- 5.2.5** As part of the design and supervision services to be provided, the Awarded Proponent will serve as a consultant in all matters related, constituting an advisory resource for the UPR in the plans, strategies, and actions referred and/or requested by the President or his authorized representative, COR3 or FEMA, and will be available to complete said requests and attend the meetings that the UPR deems necessary.
- 5.2.6** The Awarded Proponent will evaluate the 406 Hazard Mitigation proposed by FEMA and determine if it's viable or if there are better proposal measures to provide Hazard Mitigation to the facility. In case of a change, the awarded proponent, in coordination with the UPR's representative, will

prepare a Hazard Mitigation proposal for submission to FEMA for its corresponding approval.

- 5.2.7** The Awarded Proponent will work as a representative of the UPR during the development of the Project. The personnel designated by the Awarded Proponent to oversee the project must be authorized and licensed to exercise the professions of engineering and/or architecture in Puerto Rico and must be a bona fide member of the Professional College of Engineers and Land Surveyors of Puerto Rico or the Architects and Landscape Architects Association of Puerto Rico with the corresponding membership fee payment up to date.
- 5.2.8** As part of the Basic Services the Awarded Proponent will have the responsibility related to the preparation, processing, and obtaining all the endorsements and permits required for the Project. This includes the responsibility of evaluating and determining the applicable permits to the Project and undertaking all necessary actions to ensure compliance with both state and federal agencies. These efforts will not constitute additional services but will be integral to the basic services provided. The costs associated with submitting the endorsements, engaging technical consultants, and/or acquiring permits from the relevant agencies will be included as part of the reimbursable expenses.

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

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

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

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

the clause by requesting additional services from the awarded proponent.

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

## 6. COST PROPOSAL

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

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

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

### General Instructions

The evaluation and selection of a proposal will be based on the information submitted as required in this RFP. Additional information may be required upon interviews, if conducted. 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 (%)
- **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](mailto:uprrecovery.rfp@upr.edu) on or before the date established in this document and must reference this specific RFP **(RFP #DRO 25-003 / B00024)** in the subject line of the email. No telephone inquiries will be allowed. No further questions will be allowed after the established date. No questions will be accepted after the deadline provided in the above schedule, subject to any amendment to the same duly notified.

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

## **8. UPR RESPONSIBILITIES**

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

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

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

The UPR will pay **the Awarded Proponent only** for services rendered or provided to the satisfaction of the UPR. **The Awarded Proponent** will certify that it will submit invoices for services established in the contract and any other services approved in writing by the UPR.

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

**The Awarded Proponent** must submit one (1) original and one (1) digital copy of the invoices to be certified by the President of the University of Puerto Rico or his authorized representative, in this case, the Director of the Office of Physical Infrastructure and Development at the University of Puerto Rico, Central Administration (the "ODFI"). In addition, the Designer/Supervisor will send a copy by email to the Project Coordinator appointed by ODFI. Each invoice must be delivered physically to the ODFI during the first ten (10) calendar days of the following month in which the services were rendered. During the Design Phase, the invoices must detail the services provided or the activities carried out, accompanied by the required

documents, and comply with the Basic Services requirements established in this contract.

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

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

## **10. PROPOSAL SCORING AND EVALUATION CRITERIA**

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

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

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

### **Executive Summary – Refer to Appendix A Statement of the Bidder**

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

**Experience and strategy in providing the services (up to 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 of 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 for a project like this and proposed approach to overcoming these barriers. (up to 3 points)
- Identify potential risk factors and methods for dealing with these factors. (up to 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, civil, specialist roof consultant 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 designee(s). The Proponent is encouraged to provide up to two (2) references for identified subcontractors. (up to 5 points)

- If the Proponent has previous contracts with the UPR the performance directly related to those services will be taken into account as additional reference to those minimally required.

#### **Cost Proposal (up to 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.
- The Additional Services and Reimbursable Expenses amounts will not be considered for the formula calculation.

#### **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/>
  - <https://cdbg-dr.pr.gov/en/download/mwbe-policy>
  - <https://cdbg-dr.pr.gov/download/politica-mwbe/>
  - **Supporting evidence to substantiate Section 3 status can include; (i) Evidence of business ownership (e.g. Articles of Incorporation, By Laws, proof of 51% company ownership, Partnership Agreement); (ii)**

**Evidence of employees of the business (e.g. roster of permanent full time employees, Section 3 Resident Self Certification Form for each employee who qualifies as newly hired Section Resident employee); (iii) Duly signed letter evidencing subcontracting at least 25% of the dollar amount.**

- 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
  - **WOSB** – Women-Owned Small Business
  - **WBENC** – Women’s Business Enterprise National Council PR
  - **PMSDC** – Puerto Rican Minority Supplier Development Council
  - **EPA** – Office of Small Business Programs OSDBU

For more information, please click the link below:

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

**TABLE - SUMMARY OF POINTS**

Description	Points
<b>Experience and strategy in providing the services</b>	<b>20</b>
<b>Team qualifications</b>	<b>25</b>
<b>Proponent references</b>	<b>5</b>
<b>Cost Proposal Breakdown</b>	<b>10</b>
<b>Cost Proposal</b>	<b>30</b>
<b>Cost Proposal % Fee for additional SOW</b>	<b>5</b>
<b>Total</b>	<b>85</b>
<b>Section 3 Business concerns and MWBE</b>	<b>5</b>
<b>Total</b>	<b>90</b>

## 11. FINAL EVALUATION

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

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

## 12. PROJECT AWARD

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

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

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

## 13. JUDICIAL REVIEW

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

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

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

**Judicial Review.** The proponent adversely affected by the UPR's final decision on reconsideration may file a petition for judicial review in accordance with the Uniform

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

## **14. BLACKOUT PERIOD**

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

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

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

In the event a prospective Contractor may also be a current UPR contractor, UPR employees and the prospective Proponent may contact each other with respect to their existing contract and duties only. Under no circumstances UPR employees or current contractors may discuss this RFP or corresponding procurement process or status. Any bidder, Proponent, or UPR contractor who violates the blackout period may be excluded from the awarding contract and/or may be liable to the UPR in damages and/or subject to any other remedy allowed under law, including but not limited to a ban in participating in any procurements issued by or for the UPR, or any entity of the Government of Puerto Rico, for a period of ten (10) years, if it is determined that such action results in violation of the Anticorruption Code, Puerto Rico Act 2-2018.

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

Communications with other representatives of the Government of Puerto Rico or relevant entities of Federal Government regarding any matter related to the contents of this RFP are prohibited during the submission and selection processes. Failure to

comply with these communications restrictions will result in rejection of the Proponent's proposal.

## **15. UPR DISCLAIMERS**

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

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

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

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

15.2.1. 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. Performance Evaluation**

15.18.1. Please be advised that the resulting contract from this Request for Proposal (RFP) process will be subject to a series of performance evaluations throughout its term. By assessing the performance of the contractor at different stages of the contract term, the University aims to uphold the principles of fairness, transparency, and efficiency in government procurement. The evaluations will seek to review contractors' performance in the following or more areas: quality standards, delivery timelines, regulatory requirements, level of quality and value for the resources invested, and professionalism. The feedback obtained through performance evaluations can be used to identify areas for improvement and optimize the procurement process in the future, enabling the contractor and the University to learn from past experiences and enhance its practices for better outcomes.

**15.19. No Bid**

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

## 15.20. Sub-Contracts or Consultants of the Awarded Proponent

15.20.1. 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 official Department of Treasury document which certifies that you are under a payment plan that is being fully complied with.
  - Certification of Filing of Income Tax Forms for the last five (5) years issued by the Department of Finance. Form SC 6088, Rev. 24-Feb-2020 (If there is no

information because the Corporation has recently been incorporated, you must include an affidavit expressing such a situation.)

- If the filing certification of payrolls does not register the filing corresponding to the year 2022, present a punched copy by the Treasury of the first sheet of the filed return.
- Certificate of No Debt of the Municipal Revenue Collection Center (CRIM) for all concepts.
- If there is debt, you must submit an official CRIM document evidencing a payment plan. If the Cert. of Filing of Movable Property Forms is negative, an Affidavit is required.
- Certificate of No Debt of the CRIM of Real Estate of the Corporation. If there is debt, you must submit an official CRIM document evidence of a payment plan that is being fully complied with.
- Certification of Insurance for Unemployment, Temporary Disability, issued by the Department of Labor and Human Resources.
- Social Security Certification for Drivers, issued by the Department of Labor and Human Resources.
- Negative certification from ASUME that the Corporation does not owe payments to ASUME, from which it has withheld its employees, or negative certification ordering withholding.
- Merchant Registration Certification (IVU) Filing of Monthly Forms of IVU – Model SC 2942 A.
- Municipal Patent Certification.
- Affidavit – Law 2, January 4, 2018.

**END OF DOCUMENT**

## **17. APPENDIX A**

# **STATEMENT OF THE BIDDER**

Initials \_\_\_\_\_

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

**BUSINESS AND TECHNICAL ORGANIZATION.**

Bidder may use additional space to complete required information.

**I. PERMANENT PLACE OF BUSINESS**

A. Name of Bidder: \_\_\_\_\_

B. Mailing Address: \_\_\_\_\_

C. City and Zip Code: \_\_\_\_\_

D. Physical Address: \_\_\_\_\_  
 \_\_\_\_\_

E. City and Zip Code: \_\_\_\_\_

F. Telephone No: \_\_\_\_\_

G. E-Mail: \_\_\_\_\_

**II. PROPOSER REFERENCES - LIST BELOW SIMILAR CONTRACTS EXECUTED.**

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

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

**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, and 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 and supervisor of the work. The UPR may call said 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. Personnel/Trade specialist mechanical, electrical, architectural, structural, civil, specialist roofing consultant and/or other qualifications per trades based on SOW.

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

\_\_\_\_\_  
Authorized representative signature

\_\_\_\_\_  
Date

Initials \_\_\_\_\_

## 18. APPENDIX B

### REQUIRED FEDERAL DOCUMENTS

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

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

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



### 1. LOBBYING CERTIFICATION RFP #25-003 / B00024

Certification for Contracts, Grants, Loans, and Cooperative Agreements

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

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

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

Please check appropriate box:

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

or

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

Executed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

by \_\_\_\_\_  
(Type or Print Name)

\_\_\_\_\_  
(Title of Executing Official)

\_\_\_\_\_  
(Signature of Executing Official)

\_\_\_\_\_  
(Name of organization/applicant)

Initials \_\_\_\_\_



**2. NON-CONFLICT OF INTEREST**  
**CERTIFICATION ON EXISTING OR PENDING CONTRACTS**  
**Request for Proposal (RFP)**  
**Design and Supervision Services**  
**Community Development Block Grant – Disaster Recovery**  
**Universidad de Puerto Rico**  
**RFP #25-003 / B00024**

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 #25-003 / B00024** procurement process ("Procurement Process"). In such regard, I hereby certify that:

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

Initials \_\_\_\_\_

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 #25-003 / B00024**

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 #25-003 / B00024**

The required covers must be endorsed in favor of the University of 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

For any project for which funding includes CDBG-DR funds, endorsements must include the following entities:

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 <sup>th</sup> Street S.W Washington, DC 20410
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## 20. **APPENDIX D** **COST PROPOSAL**

## COST PROPOSAL

### RE: Reconditioning and Repair of 16 Facilities at University of Puerto Rico, Cayey Campus

**RFP #DRO 25-003 / B00024**

#### **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.

<b>COST PROPOSAL</b>		
<b>PW 08330</b>		
<b>(DI-153021) UPR Cayey Edificio 033 Res. de Facultad y Huéspedes (1-8)</b>		
Estimated Construction Cost for the proposed development: \$_____ (required)		
Professional design and supervision fees have been computed based on the estimated construction cost mention above:		
PHASE	TIME	FEE
<b>Basic Services:</b>		
Assessment and Scope of Work Alignment <small>(Validates the damages, preliminary plans and cost estimate, development of the scope alignment and/or improved project strategy for submit to FEMA/COR3.)</small>	____ days	\$
Construction Documents	____ days	\$
Bidding and Negotiation	N/A	\$
<b>Design Subtotal:</b>	N/A	<b>\$</b>
<b>Supervision:</b>	____ months x \$____ monthly	<b>\$</b>
<b>Basic Services TOTAL*:</b>		<b>\$</b>
<b>Additional Services:</b> • As-Built	____ days	\$
_____ (\$_____)		
<b>Total (Basic services total + As-Built). Write the total amount in words and numbers.</b>		
<b>Additional SOW Fee %_____ (Design subtotal + Supervision) / Estimated Cost</b>		

\*The Basic Services will consider all the required permitting efforts with the state and federal agencies and the design of the Roof Waterproofing System with all its components.

**Reimbursable Expenses:**

The University of Puerto Rico establishes an amount of **\$2,000.00** for reimbursables expenses for fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.

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. These refunds will be settled at the actual cost incurred, no surcharges, commissions, or management fees will be paid.

**Other Possible Additional Services:**

It is requested to describe the possible Additional Services required for the scope of this project:

<b>Description of the possible Additional Services</b>
Lead and Asbestos sampling

The UPR establishes an amount of **\$5,000.00** for **Additional Services**. The total additional services amount includes lead and asbestos sampling. The UPR reserves the right to adjust the Additional Services. Please refer to Section 5.2.8 for additional information regarding additional services for this RFP and resulting contract.

COST PROPOSAL		
PW 10112 (DI-208492) UPR Cayey 444 Site		
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:		
Assessment and Scope of Work Alignment (Validates the damages, preliminary plans and cost estimate, development of the scope alignment and/or improved project strategy for submit to FEMA/COR3.)	___ days	\$
Construction Documents	___ days	\$
Bidding and Negotiation	N/A	\$
<b>Design Subtotal*:</b>	N/A	\$
<b>Supervision:</b>	___ months x \$_____ monthly	\$
<b>BASIC SERVICES TOTAL:</b>		<b>\$</b>
<b>Additional Services:</b> • As-Built	___ days	\$
_____ (\$_____)		
<b>Write the total amount (Basic Services Total + As-Built) in words and numbers</b>		
<b>Additional SOW Fee %_____ (Design subtotal + Supervision) / Estimated Cost</b>		

\*The Basic Services will consider all the required permitting efforts with the state and federal agencies and the design of the Roof Waterproofing System with all its components.

**Reimbursable Expenses:**

The University of Puerto Rico establishes an amount of **\$6,000.00** for reimbursables expenses for fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.

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. These refunds will be settled at the actual cost incurred, no surcharges, commissions, or management fees will be paid.

**Other Possible Additional Services:**

It is requested to describe the possible Additional Services required for the scope of this project:

<b>Description of the possible Additional Services</b>
Lead and Asbestos sampling

The UPR establishes an amount of **\$10,000.00** for **Additional Services**. **The total additional services amount includes lead and asbestos sampling**. The UPR reserves the right to adjust the Additional Services. Please refer to Section 5.2.8 for additional information regarding additional services for this RFP and resulting contract.

<b>COST PROPOSAL</b>		
<b>PW 10295 (DI-152980) UPR Cayey Edificio 010 Mantenimiento Glorieta Recursos Físicos, (DI-152985) UPR Cayey Edificio 023-B Baños Piscina (1-19), (DI-153066) UPR Cayey Edificio 175 Casa de Histriones</b>		
Estimated Construction Cost for the proposed development: \$_____ (required)		
Professional design and supervision fees have been computed based on the estimated construction cost mention above:		
PHASE	TIME (Calendar Days)	FEE
<b>BASIC Services:</b>		
Assessment and Scope of Work Alignment (Validates the damages, preliminary plans and cost estimate, development of the scope alignment and/or improved project strategy for submit to FEMA/COR3.)	____ days	\$
Construction Documents	____ days	\$
Bidding and Negotiation	N/A	\$
<b>Design Subtotal*:</b>	N/A	\$
<b>Supervision:</b>	____ months x \$_____ monthly	\$
<b>BASIC SERVICES TOTAL:</b>		<b>\$</b>
<b>Additional Services:</b> • As-Built	____ days	\$
_____ (\$_____)		
<b>Write the total amount (Basic Services Total + As-Built) in words and numbers</b>		
<b>Additional SOW Fee %_____ (Design subtotal + Supervision) / Estimated Cost</b>		

\*The Basic Services will consider all the required permitting efforts with the state and federal agencies and the design of the Roof Waterproofing System with all its components.

**Reimbursable Expenses:**

The University of Puerto Rico establishes an amount of **\$5,000.00** for reimbursables expenses for fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.

Initials \_\_\_\_\_

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. These refunds will be settled at the actual cost incurred, no surcharges, commissions, or management fees will be paid.

**Other Possible Additional Services:**

It is requested to describe the possible Additional Services required for the scope of this project:

Description of the possible Additional Services
Lead and Asbestos sampling

The UPR establishes an amount of **\$25,000.00** for **Additional Services**. The total additional services amount includes lead and asbestos sampling. The UPR reserves the right to adjust the Additional Services. Please refer to Section 5.2.8 for additional information regarding additional services for this RFP and resulting contract.

<b>COST PROPOSAL</b>		
<b>PW 7670: (DI-153023) UPR Cayey Edificio 035 Alianza para el Aprendizaje de las Ciencias y Matemáticas (ALACIMA) (1-13), (DI-153025) UPR Cayey Edificio 037 Comisión para la Prevención de la Violencia (1-15), (DI-153026) UPR Cayey Edificio 038 Programa de Estudios de Honor, (DI-153027) UPR Cayey Edificio 039 Instituto de Investigaciones Interdisciplinarias (1-21), (DI-261556) UPR Cayey Edificio 268 O-1 Casa Universidad A</b>		
Estimated Construction Cost for the proposed development: \$_____ (required)		
Professional design and supervision fees have been computed based on the estimated construction cost mention above:		
PHASE	TIME (Calendar Days)	FEE
<b>BASIC Services:</b>		
Assessment and Scope of Work Alignment <small>(Validates the damages, preliminary plans and cost estimate, development of the scope alignment and/or improved project strategy for submit to FEMA/COR3.)</small>	___ days	\$
Construction Documents	___ days	\$
Bidding and Negotiation	N/A	\$
<b>Design Subtotal*:</b>	N/A	\$
<b>Supervision:</b>	___ months x \$___ monthly	\$
<b>BASIC SERVICES TOTAL:</b>		<b>\$</b>
<b>Additional Services:</b> • As-Built	___ days	\$
_____ (\$_____)		
<b>Write the total amount (Basic Services Total + As-Built) in words and numbers</b>		
<b>Additional SOW Fee %_____ (Design subtotal + Supervision) / Estimated Cost</b>		

\*The Basic Services will consider all the required permitting efforts with the state and federal agencies and the design of the Roof Waterproofing System with all its components.

**Reimbursable Expenses:**

The University of Puerto Rico establishes an amount of **\$4,000.00** for reimbursables expenses for fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.

Initials \_\_\_\_\_



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. These refunds will be settled at the actual cost incurred, no surcharges, commissions, or management fees will be paid.

**Other Possible Additional Services:**

It is requested to describe the possible Additional Services required for the scope of this project:

Description of the possible Additional Services
Lead and Asbestos sampling

The UPR establishes an amount of **\$25,000.00** for **Additional Services**. The total additional services amount includes lead and asbestos sampling. The UPR reserves the right to adjust the Additional Services. Please refer to Section 5.2.8 for additional information regarding additional services for this RFP and resulting contract.

<b>COST PROPOSAL</b>		
<b>PW 08313: (DI-152982) UPR Cayey Edificio 018 Taller de Televisión Educativa, (DI-152986) UPR Cayey Edificio 027 Res.de Facultad y Huéspedes (1-2), (DI-152988) UPR Cayey Edificio 028 Res. de Facultad y Huéspedes (1-3), (DI-152991) UPR Cayey Edificio 029-R1 FAC R.O.T.C (355)</b>		
Estimated Construction Cost for the proposed development: \$_____ (required)		
Professional design and supervision fees have been computed based on the estimated construction cost mention above:		
PHASE	TIME (Calendar Days)	FEE
<b>BASIC Services:</b>		
Assessment and Scope of Work Alignment (Validates the damages, preliminary plans and cost estimate, development of the scope alignment and/or improved project strategy for submit to FEMA/COR3.)	___ days	\$
Construction Documents	___ days	\$
Bidding and Negotiation	N/A	\$
<b>Design Subtotal*:</b>	N/A	<b>\$</b>
<b>Supervision:</b>	___ months x \$_____ monthly	<b>\$</b>
<b>BASIC SERVICES TOTAL:</b>		<b>\$</b>
<b>Additional Services:</b> • As-Built	___ days	\$
_____ (\$_____)		
<b>Write the total amount (Basic Services Total + As-Built) in words and numbers</b>		
<b>Additional SOW Fee %_____ (Design subtotal + Supervision) / Estimated Cost</b>		

\*The Basic Services will consider all the required permitting efforts with the state and federal agencies and the design of the Roof Waterproofing System with all its components.

**Reimbursable Expenses:**

The University of Puerto Rico establishes an amount of **\$10,000.00** for reimbursables expenses for fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.

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. These refunds will be settled at the actual cost incurred, no surcharges, commissions, or management fees will be paid.

**Other Possible Additional Services:**

It is requested to describe the possible Additional Services required for the scope of this project:

Description of the possible Additional Services
Lead and Asbestos sampling

The UPR establishes an amount of **\$25,000.00** for **Additional Services**. The total additional services amount includes lead and asbestos sampling. The UPR reserves the right to adjust the Additional Services. Please refer to Section 5.2.8 for additional information regarding additional services for this RFP and resulting contract.

<b>COST PROPOSAL</b>		
<b>PW 09535: (DI-148245) UPR Cayey 275-444 Parque Verdes Sombras</b>		
Estimated Construction Cost for the proposed development: \$_____ (required)		
Professional design and supervision fees have been computed based on the estimated construction cost mention above:		
PHASE	TIME (Calendar Days)	FEE
<b>BASIC Services:</b>		
Assessment and Scope of Work Alignment <small>(Validates the damages, preliminary plans and cost estimate, development of the scope alignment and/or improved project strategy for submit to FEMA/COR3.)</small>	___ days	\$
Construction Documents	___ days	\$
Bidding and Negotiation	N/A	\$
<b>Design Subtotal*:</b>	N/A	\$
<b>Supervision:</b>	___ months x \$___ monthly	\$
<b>BASIC SERVICES TOTAL:</b>		\$
<b>Additional Services:</b> • As-Built	___ days	\$
_____ (\$_____)		
<b>Write the total amount (Basic Services Total + As-Built) in words and numbers</b>		
<b>Additional SOW Fee %_____ (Design subtotal + Supervision) / Estimated Cost</b>		

\*The Basic Services will consider all the required permitting efforts with the state and federal agencies and the design of the Roof Waterproofing System with all its components.

**Reimbursable Expenses:**

The University of Puerto Rico establishes an amount of **\$6,000.00** for reimbursables expenses for fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.

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

Initials \_\_\_\_\_

the University. These refunds will be settled at the actual cost incurred, no surcharges, commissions, or management fees will be paid.

**Other Possible Additional Services:**

It is requested to describe the possible Additional Services required for the scope of this project:

<b>Description of the possible Additional Services</b>
Lead and Asbestos sampling

The UPR establishes an amount of **\$5,000.00** for **Additional Services**. The total additional services amount includes lead and asbestos sampling. The UPR reserves the right to adjust the Additional Services. Please refer to Section 5.2.8 for additional information regarding additional services for this RFP and resulting contract.

<b>COST PROPOSAL</b>		
<b>PW 09925: (DI-260615) UPR Cayey Edificio 249 WP-1 Estación de Bombeo1</b>		
Estimated Construction Cost for the proposed development: \$_____ (required)		
Professional design and supervision fees have been computed based on the estimated construction cost mention above:		
PHASE	TIME (Calendar Days)	FEE
<b>BASIC Services:</b>		
Assessment and Scope of Work Alignment <small>(Validates the damages, preliminary plans and cost estimate, development of the scope alignment and/or improved project strategy for submit to FEMA/COR3.)</small>	___ days	\$
Construction Documents	___ days	\$
Bidding and Negotiation	N/A	\$
<b>Design Subtotal*:</b>	N/A	\$
<b>Supervision:</b>	___ months x \$___ monthly	\$
<b>BASIC SERVICES TOTAL:</b>		\$
<b>Additional Services:</b> • As-Built	___ days	\$
_____ (\$_____)		
<b>Write the total amount (Basic Services Total + As-Built) in words and numbers</b>		
<b>Additional SOW Fee %_____ (Design subtotal + Supervision) / Estimated Cost</b>		

\*The Basic Services will consider all the required permitting efforts with the state and federal agencies and the design of the Roof Waterproofing System with all its components.

**Reimbursable Expenses:**

The University of Puerto Rico establishes an amount of **\$1,500.00** for reimbursables expenses for fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.

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

Initials \_\_\_\_\_

the University. These refunds will be settled at the actual cost incurred, no surcharges, commissions, or management fees will be paid.

**Other Possible Additional Services:**

It is requested to describe the possible Additional Services required for the scope of this project:

Description of the possible Additional Services
Lead and Asbestos sampling

The UPR establishes an amount of **\$5,000.00** for **Additional Services**. The total additional services amount includes lead and asbestos sampling. The UPR reserves the right to adjust the Additional Services. Please refer to Section 5.2.8 for additional information regarding additional services for this RFP and resulting contract.

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 \_\_\_\_\_

**Addendum No. 4**– Description: \_\_\_\_\_

Date \_\_\_\_\_

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

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

**Dated:** \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

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

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

Initials \_\_\_\_\_



## 21. **APPENDIX E**

# **RESPONSE CHECKLIST**

Initials \_\_\_\_\_

## 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](mailto: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.
- 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 Cayey

**PW # 8330:**

DI: 153021 UPR Cayey Edificio 033 Res. de Facultad y Huéspedes (1-8)

**PW # 10112:**

DI: 208492 UPR Cayey 444 Site

**PW # 10295:**

DI: 152980 UPR Cayey Edificio 010 Mantenimiento Glorieta Recursos Físicos  
DI: 152985 UPR Cayey Edificio 023-B Baños Piscina (1-19)  
DI: 153066 UPR Cayey Building 175 Casa de Histrones

**PW # 7670:**

DI: 153023 UPR Cayey Edificio 035 Alianza para el Aprendizaje de las  
Ciencias y Matemáticas (ALACIMA) (1-13)  
DI: 153025 UPR Cayey Edificio 037 Comisión para la Prevención de la  
Violencia (1-15)  
DI: 153026 UPR Cayey Edificio 038 Programa de Estudios de Honor  
DI: 153027 UPR Cayey Edificio 039 Instituto de Investigaciones  
Interdisciplinarias (1-21)  
DI: 261556 UPR Cayey Edificio 268 O-1 Casa Universidad A

**PW # 8313:**

DI: 152982 UPR Cayey Edificio 018 Taller de Televisión Educativa  
DI: 152986 UPR Cayey Edificio 027 Res.de Facultad y Huéspedes (1-2)  
DI: 152988 UPR Cayey Edificio 028 Res. de Facultad y Huéspedes (1-3)  
DI: 152991 UPR Cayey Edificio 029-R1 FAC R.O.T.C (355)

**PW # 09535:**

DI: 148245 UPR Cayey 275-444 Parque Verdes Sombras

**PW # 09925**

DI: 260615 UPR Cayey Edificio 249 WP-1 Estación de Bombeo 1

## II. PROJECTS DESCRIPTION, LOCATION PLAN AND SCOPES:

### a. PROJECT PW 8330

#### i. LOCATION PLAN



#### ii. GENERAL DESCRIPTION

##### a. Building 033 Residencia de Facultad y Huéspedes (1-8)

The UPR Cayey Edificio 033 Residencia de Facultad y Huéspedes (1-8) building is a 2,206 SF, 1 story, Faculty and Guests Residence building that was constructed in 1930 (90 years old). The building has site cast, reinforced concrete grade beams on spread footing supporting reinforced concrete slabs and walls with aluminum louver windows, and wood doors. Roofs are wood framed, with 1x4 sheathing, roofing felt and corrugated metal roofing with 4:12 pitch. The interior includes reinforced concrete walls with wood doors and frames. Interior finishes generally consist of painted concrete and ceramic tile walls. Ceilings are painted gypsum board and plywood. Floors are ceramic tiles. The UPR Cayey Edificio 033 Residencia de Facultad y Huéspedes (1-8) is located at the historical site of the United States Army "65th Infantry" base. **Approx. Year Built:** 1930. **GPS Latitude/Longitude:** 18.11892, -66.15746

**iii. SCOPE OF WORK – FEMA**

<b>PW 8330 - Edificio 033 Residencia de Facultad y Huéspedes (1-8) (153021)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{00-001} Building Exterior:</b>	
1	Prepared and paint within kind material, design, color, hardware and workmanship, 2,717 SF of building exterior surface
<b>{00-002} Balcony (13 FT x 20 FT):</b>	
1	Remove and replace 1 each of light, 1 FT x 4 FT fluorescent, 2 tube
<b>{00-003} Roofing System:</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship, 2,206 SF of corrugated sheet metal roofing
2	Remove and replace 2,206 SF of roofing felt, 30#
<b>{00-004} General:</b>	
1	Prep and paint within kind material, design, color, hardware, and workmanship, 8,151 SF of building interior surfaces
<b>{00-005} Living Room (14 FT x 27 FT):</b>	
1	Replace with in kind material, design, color, hardware, and workmanship, 378 SF of ceiling, 5/8 IN drywall
<b>{00-006} Kitchen (10 FT x 15 FT):</b>	
1	Replace with in kind material, design, color, hardware, and workmanship, 150 SF of ceiling, 5/8 IN drywall
2	Remove and replace 1 each of light, 2 FT x 4 FT fluorescent, 4 tube
3	Remove and replace with in kind material, design, color, hardware, and workmanship, 10 SF of wall, 1/4 IN thick plaster
<b>{00-007} Laundry (8 FT x 9 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship, 48 SF of wall, 1/4 IN plaster
<b>{00-008} Bathroom (4 FT x 5 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship, 44 SF of wall, 1/4 IN thick plaster
<b>{00-009} Hallway (25 FT x 4 FT x 11 FT):</b>	
1	Replace with in kind material, design, color, hardware, and workmanship, 100 SF of ceiling, 5/8 IN drywall
<b>{00-010} Bedroom 1 (14 FT x 12 FT):</b>	
1	Replace with in kind material, design, color, hardware, and workmanship, 168 SF of ceiling, 5/8 IN drywall
2	Remove and replace 1 each of ceiling fan, 4 blades
<b>{00-011} Closet 1 (6 FT x 3 FT):</b>	
1	Replace with in kind material, design, color, hardware, and workmanship, 18 SF of ceiling, 5/8 IN drywall
2	Remove and replace with in kind material, design, color, hardware, and workmanship, 6 SF of attic access panel
<b>{00-012} Bathroom (7 FT x 6 FT) + (4 FT x 4 FT):</b>	
1	Replace with in kind material, design, color, hardware, and workmanship, 58 SF of ceiling, 5/8 drywall
2	Remove and replace 1 each of light fixture, 12 IN round
<b>{00-013} Bedroom 2 (14 FT x 16 FT):</b>	

1	Replace with in kind material, design, color, hardware, and workmanship, 224 SF of ceiling, 5/8 drywall
2	Remove and replace with in kind material, design, color, hardware, and workmanship, 10 SF of wall, 1/4 IN thick plaster
3	Remove and replace 1 each of ceiling fan, 4 blades
<b>{00-016} Bedroom 3 (12 FT x 14 FT):</b>	
1	Replace with in kind material, design, color, hardware, and workmanship, 168 SF of ceiling, drywall, 5/8 IN
2	Remove and replace 1 each of ceiling fan, 4 blades
406 HAZARD MITIGATION PROPOSAL (HMP) SCOPE OF WORK FOR:	
1	Replace gypsum wallboard on walls and ceilings with water resistant wall boards to prevent water damage and mold growth intrusion.

**b. PROJECT PW 10112**  
**i. LOCATION PLAN**



**ii. GENERAL DESCRIPTION**

**a. UPR Cayey 444 Site**

- The site is set on a hill side out of flood hazard areas to the north of Calle Antonio R. Barcelo (Highway #14). Included in the site are small structures, open spaces, and rest areas such as gazebos, plazas, sport and utility areas. **Approx. Year Built: 1967. GPS Latitude/Longitude: 18.11770, -66.16160**

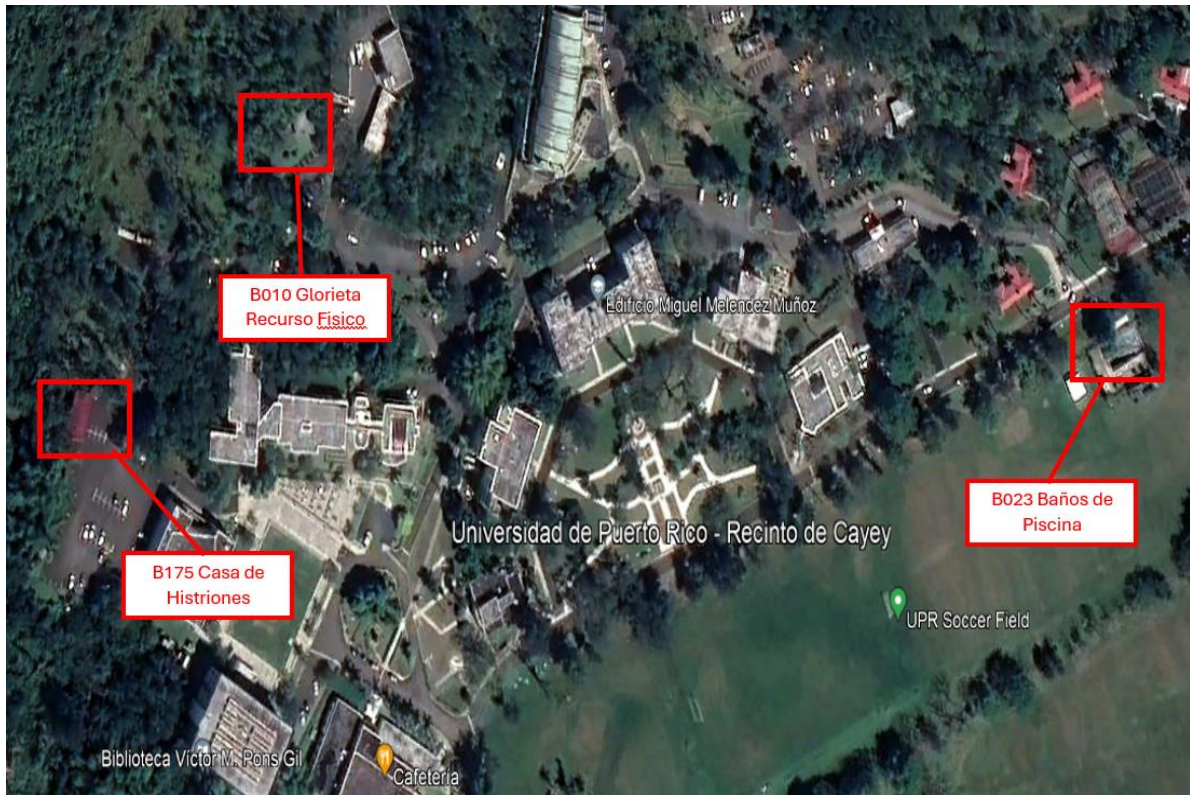
**iii. SCOPE OF WORK – FEMA**

<b>PW 10112 - UPR Cayey 444 Site (208492)</b>	
<b>PA SCOPE OF WORK</b>	
<b>Basketball Court:</b>	
1	Remove and replace Site, galvanized Chain Link fence, 344 FT long x 6 FT high.
2	Remove and replace Site, 1 each of Chain Link Gate, 5 FT long x 6 FT high.
3	Remove and replace Site, 1 each of Concrete Table, 10 FT long.
4	Remove and replace Site, 7,000 SF of Concrete Floor/ Court Paint, 100 FT long x 70 FT wide.
5	Remove and replace Site, 1 each of precast concrete trash receptacles.
6	Remove and replace Site, 1 each of Chain Link Gate, 10 FT long x 6 FT high.
7	Remove and replace Site, 3 each of Concrete Paint/Concrete Bench, 15 FT long x 2 FT wide.
8	Remove and replace Site, 7 each of Lithonia Stadium Lamp Pole-mounted Luminaries 1,500 watts Metal Halide.
<b>Plaza Agustin Stahl:</b>	
1	Remove and replace Site, 1 each of Aluminum pedestals/ wood slat back and arms park benches, 8 FT long.
2	Remove and replace Site, 1-1/2 diameter square stock 1/2-inch picket steel handrail, 100 LF long.
<b>Swimming Pool:</b>	
1	Remove and replace Site, Chain Link fence, 320 FT long x 10 FT high.
2	Remove and replace Site, 1 each of Chain Link gate, 5 FT long x 6 FT high.
3	Remove and replace Site, Chain Link fence, 160 FT long x 10 FT high.
4	Remove and replace Site, galvanized handrail, 2 rail, 1-1/2 IN painted, 140 LF long.
5	Remove and replace Site, 1 each of Precast Concrete trash receptacle.
<b>Tennis Court:</b>	
1	Remove and replace Site, 9 Gauge Chain Link fence, 460 FT long x 12 FT high.
2	Remove and replace Site, 9 Gauge Chain Link Gate, 4 FT long x 12 FT high.
3	Remove and replace Site, 6,600 SF of rubber-acrylic based resilient pavement Surface Area.
4	Remove and replace Site, 1 each of Precast Concrete trash receptacle
<b>PR14 – Perimeter Fence:</b>	
1	Remove and Replace Site, Chain Link fence, 2,800 FT long x 8 FT high.
<b>HAZARD MITIGATION PROPOSAL (HMP) SCOPE OF WORK</b>	
1	Strengthen 344 LF of basketball court 6-foot chain-link fence by increasing the posts' diameters to 3-inch posts, reducing space between posts from 10 ft to 8 ft on center (thereby adding also additional poles), and burying posts 3 ft deep.
2	Add grade 60 rebar and forms to reinforce structural concrete floor for basketball court.
3	Add primer and two coats of sealer to reduce moisture through the concrete benches on basketball court and preventing similar water damages.
4	Replace seven light fixtures in basketball court with low-profile LEDs to reduce similar damage from wind.



5	Strengthen 60 LF of swimming pool 10-foot chain-link fence by increasing the posts' diameters to 3-inch posts, reducing space between posts from 10 ft to 8 ft on center (thereby adding also additional poles), and embedding them 1-foot into concrete.
6	Strengthen 460 LF of tennis courts chain-link fence by decreasing wire gauge from 11 to 9

**c. PROJECT PW 10295**  
**i. LOCATION PLAN**



**ii. GENERAL DESCRIPTION**

**a. UPR Cayey Edificio 010 Mantenimiento Glorieta Recursos Físicos**

The Maintenance Building is a one story reinforced concrete building with 1,024 SF. Building facility was built approximately in 1930 (91 years old). It has a reinforced concrete flat roof, covered with an asphalt membrane. The main storage space is partially open, having metal bar grilles in the envelope that allow and caused extensive damage to the interior of the Maintenance Building used for storage landscaping materials and tools. The Interior finishes generally consist of painted concrete plaster walls and ceiling, and 12-IN x 12-IN, vinyl tiles floor. **Approx. Year Built: 1930 GPS Latitude/Longitude: 18.11938, -66.16364**

**b. UPR Cayey Edificio 023-B Baños Piscina (1-19)**

Building 023-B Pool Bathrooms (1-19 facility), consists of reinforced concrete walls and metal roofing system. Interior consists of painted concrete walls, quarry floor tiles, and bathroom fixtures. **Approx. Year Built:** 1930. **GPS Latitude/Longitude:** 18.11869, -66.15949

**c. UPR Cayey Building 175 Casa de Histriones**

This building is a 2-story wood frame structure with concrete stem walls. The roof structure consists of wood rafters and joists supporting a corrugated metal roof. The roof overhangs 18 IN all around from the walls. The structure has 4 FT wide covered walkways on the first floor running on three sides of the building. The interior consists of 2IN x 4IN wood stud walls and plywood panels bearing over floor joists. The exterior consists of wood sheathing. **Approx. Year Built:** 1991. **GPS Latitude/Longitude:** 18.11846, -66.16468

**iii. SCOPE OF WORK – FEMA**

<b>PW 10295 – BUILDING 010: Mantenimiento Glorieta Recurso Físico (152980)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{00-001} Roof System, (32 FT x 32 FT):</b>	
1	Remove and replace in-kind 1,024 SF of BUR membrane, 4-ply, 32 FT long x 32 FT wide.
<b>{00-002} General Exterior, (32 FT x 32 FT):</b>	
1	Prepare and paint in-kind 1,024 SF of exterior concrete plaster wall of ¼-IN thick, 32 FT long x 32 FT wide.
<b>{01-003} Room 001, (13 FT x 16 FT):</b>	
1	Prepare and paint in-kind 435 SF of paint for concrete plaster wall of ¼-IN thick, ((13 FT (W) + 16 FT (L)) x 2) x 7.5 FT (H).
2	Repair and paint in-kind 12 SF of concrete wall plaster of ¼-IN thick, 3 FT wide x 4 FT high.
3	Repair and paint in-kind 208 SF of concrete ceiling plaster of ¼-IN thick, 16 FT long x 13 FT wide.
<b>{01-004} Room 002, (13 FT x 16 FT):</b>	
1	Remove and replace in-kind 96 SF of 12-IN x 12-IN, vinyl tile, flooring, 16 FT long x 6 FT wide.
2	Prepare and paint in-kind 96 SF of concrete ceiling plaster of ¼-IN thick, 16 FT long x 6 FT wide.
<b>{01-005} Room 003, (13 FT x 16 FT):</b>	
1	Remove and replace in-kind 1 each of wooden hollow core, door, 3 FT wide x 7 FT high.
<b>{01-006} Room 004, (13 FT x 16 FT):</b>	
1	Prepare and paint in-kind 208 SF of concrete ceiling plaster of ¼-IN thick, 16 FT long x 13 FT wide
406 Hazard Mitigation Proposal (HMP) Scope of Work for:	
1	Add 1024 SF of Metal Roof Coating - Elastomeric roofing with mesh reinforcement on corrugated metal to reduce water infiltration.
2	Add 12 SF of liquid bonding agent for stucco/plastering.

<b>PW 10295 – UPR Cayey Edificio 023-B Baños Piscina (1-19) (152985)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{00-001} General:</b>	
1	Prepare and paint in-kind 1,200 SF of concrete exterior wall, 120 FT long x 10 FT high.
2	Prepare and paint in-kind 30 SF of concrete exterior wall 10 FT long x 3 FT wide.
3	Remove and replace in-kind 10 each of incandescent outdoor lamp 1 bulb (wall mounted), 150 Watt.
4	Remove and replace in-kind 1 each of water fountain wall mounted.
5	Prepare and paint in-kind aluminum handrail 1 rail 1 ½ IN Diameter, 60 LF long.
<b>{00-002} Roofing System:</b>	
1	Remove and replace in-kind 731 SF of corrugated galvanized panels, 43 FT long x 17 FT wide.
<b>{01-001} Paint:</b>	
1	Prepare and paint in-kind 1,200 SF of concrete interior wall, 120 FT long x 10 FT high.
<b>{01-002} Boy's Bathroom:</b>	
1	Remove and replace in-kind 2 each of fluorescent (4 tube) ceiling-mounted lights, 4 FT long x 2 FT wide.
2	Remove and replace in-kind 3 each of HC painted wood door and frame, 3 FT wide x 7 FT high.
3	Remove and replace in-kind 240 SF of 4x4 quarry tile grout, 24 FT long x 10 FT wide.
<b>{01-003} Girl's Bathroom:</b>	
1	Remove and replace in-kind 2 each of fluorescent (4 tube) ceiling-mounted lights, 4 FT long x 2 FT wide.
2	Remove and replace in-kind 3 each of HC painted wood door and frame, 3 FT wide x 7 FT high.
3	Remove and replace in-kind 240 SF of quarry tile grout 4x4 IN floor, 24 FT long x 10 FT wide.
<b>{01-004} Closet:</b>	
1	Remove and replace in-kind 1 each of fluorescent (4 tube) ceiling-mounted lights, 4 FT long x 2 FT wide.
2	Remove and replace in-kind 56 SF of quarry tile grout 4x4 IN floor, 7 FT long x 8 FT wide.
3	Remove and replace in-kind 1 each of HC painted wood door and frame, 3 FT wide x 7 FT high.
<b>406 HAZARD MITIGATION PROPOSAL (HMP) SCOPE OF WORK FOR:</b>	
1	Add 731 SF of Metal Roof Coating - Elastomeric roofing with mesh reinforcement on corrugated metal to reduce water infiltration.

<b>PW 10295 – UPR Cayey Building 175 Casa de Histriones (153066)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{00-001} Building Exterior, West Side, Stair and Hand Rail (8FT L x 10FT W x 4FT H) :</b>	
1	Remove and replace in-kind 1 each of consisting of 3EA - 2IN x 12IN rafters, 7EA - 2IN x 12IN steps and 42IN height handrail made out of 1IN x 4 IN wood planks, 8 FT long x 10 FT wide x 4 FT high.
<b>{00-001} Building Exterior, East Side: Ply-Bead Sheathing (55FT L x 20FT W):</b>	
1	Remove and replace in-kind 1,100 SF of 5/8IN ply-bead sheathing tongue and groove panels, 55 FT long x 20 FT high.
<b>{00-001} Building Exterior, North Side: Ply-Bead Sheathing (36 FT L x 28FT W):</b>	
1	Remove and replace in-kind 1,008 SF of 5/8IN ply-bead sheathing tongue and groove panels, 36FT L x 18FT H (2nd floor) + 36FT L x 10 FT H (1st floor), 36 FT long x 28 FT high.
<b>{00-001} Building Exterior, South Side: Ply-Bead Sheathing (36FT L x 28FT W):</b>	
1	Remove and replace in-kind 1,008 SF of 5/8IN ply-bead sheathing tongue and groove panels, 36FT L x 18FT H (2nd floor) + 36FT L x 10 FT H (1st floor), 36 FT long x 28 FT high.
<b>{00-001} Building Exterior, West Side: Ply-Bed Sheathing (55FT L x 20FT W):</b>	
1	Remove and replace in-kind 1,100 SF of 5/8IN ply-bead sheathing tongue and groove panels, 55 FT long x 20 FT high.
<b>{01-001} Building Exterior: Concrete Wall (55FT L x 4.5 FT H):</b>	
1	Remove and replace in-kind 247.5 SF of paint in concrete wall, 55 FT long x 4.5 FT high.
<b>{01-001} Building Interior, First Floor: Theater and Stage Area (47FT L x 36 FT W x 20FT H):</b>	
1	Remove and replace in-kind 2 each of wood trusses consisting of 2IN x 6IN top and bottom chords and 2IN x 4IN diagonals, 36FT Long, 47 FT long x 36 FT wide x 20 FT high.
<b>Theater and Stage Area (47FT L x 36 FT W):</b>	
1	Remove and replace in-kind 1,692 SF of ceiling, 3/4IN solid wood panels, 47 FT long x 36 FT wide.
<b>{01-002} Building Interior, First Floor: Storage Room (12 FT W x 8FT L x 8FT H):</b>	
1	Remove and replace in-kind 224 SF (2-8FT walls + 1-12FT wall times 8FT height) wall panels, 8 FT long x 12 FT wide x 8 FT high.
<b>{01-003} Building Interior, First Floor: Stair Enclosure (14 FT W x 8FT L x 20FT H):</b>	
1	Remove and replace in-kind 600 SF of wall panels 2-8FT walls + 1-14FT wall times 20FT height), 8 FT long x 14 FT wide x 20 FT high.
<b>{01-004} Building Interior, First Floor: Men Bathroom #1 (5 FT W x 8FT L x 8FT H):</b>	
1	Remove and replace in-kind 168 SF of wall panels (2-8FT walls + 1-5FT wall times 8FT height) , 8 FT long x 5 FT wide x 8 FT high.
<b>{01-005} Building Interior, First Floor: Women Bathroom #2 (5 FT W x 8FT L x 8FT H):</b>	
1	Remove and replace in-kind 168 SF of wall panels (2-8FT walls + 1-5FT wall times 8FT height) , 8 FT long x 5 FT wide x 8 FT high.

**d. PROJECT PW 7670**  
**i. LOCATION PLAN**



**ii. GENERAL DESCRIPTION**

**a. UPR Cayey Edificio 035 Alianza para el Aprendizaje de las Ciencias y Matemáticas (ALACIMA) (1-13)**

The UPR Cayey Edificio 035 Alianza para el Aprendizaje de las Ciencias y Matemáticas (ALACIMA) (1-13) building is part of the original historic site of the United States Army "65 Infantry" base and "Henry Barracks" with 2,437 SF, offices for a support program area that was constructed in 1930 (89 years old). The building has 1 story with a U-Shape footprint totaling 2,437 SF. The building structure is a cast-in-place slab, 3 FT above grade, and reinforced concrete walls. The roof has corrugated zinc panels over wood members support structure and includes 2 concrete chimneys with metal caps for ventilation of stove and/or fireplace. The exterior windows are Miami type aluminum jalousie and aluminum doors. Interior finishes generally consist of plywood ceiling system, painted plaster finish, and ceramic tiles on walls. Flooring is ceramic tile. **Approx. Year Built:** 1930 **GPS Latitude/Longitude:** 18.11938, -66.15861

**b. UPR Cayey Edificio 037 Comisión para la Prevención de la Violencia (1-15)**

The building is a one-story, 2400SF site cast structure. The building is 2,400 SF of reinforced concrete, with painted Galvalume roof panels. There is a chimney on the rooftop that is nonfunctional and bricked over on the inside. The interior finish generally consists of painted concrete walls and 5IN x 5IN quarry tiles (isleño type) on 2 FT reinforced concrete slab on grade. The UPR Cayey campus is located at the historical site of the United States Army "65th Infantry" base and "Henry Barracks" in honor of the 3rd Military Governor of Puerto Rico and Medal of Honor recipient Major General Guy Vernor Henry. Henry Barracks, of the 65th Infantry Regiment of the U.S. Army closed its post in 1965. Most of the land and existing buildings were transferred to the University of Puerto Rico and opened the University of Puerto Rico at Cayey campus in 1967. This building is built circa 1930 and was part of the army barracks. Building meets National Register of Historic Places age criteria for eligibility. The building is currently used as classrooms and offices. **Approx. Year Built:** 1930. **GPS Latitude/Longitude:** 18.11962, -66.15949

**c. UPR Cayey Edificio 038 Programa de Estudios de Honor**

The building is constructed of brick, covered with plaster. It is a combination roof of gable and hip and valley. The roof is constructed with corrugated metal panels and roof pitch of 3/12. The building has tiered wood fascia panels trimmed at the front and rear end of rafters that truncates at each end of gable. Building includes a covered porch at the entrance of facility. ADA ramps with handrails are also located at the entrance to facility, which extends from a concrete sidewalk and parking area. There is a 120 SF open patio on concrete slab. The interior finish generally consists of drywall ceilings, painted concrete walls, and 5INx5IN quarry tiles on 2 FT reinforced concrete floor slab on grade.

Historic significance: the UPR Cayey campus is located at the historical site of the United States Army "65th Infantry" base and "Henry Barracks" in honor of the 3rd Military Governor of Puerto Rico and Medal of Honor recipient Major General Guy Vernor Henry. Henry Barracks, of the 65th Infantry Regiment of the U.S. Army closed its post in 1965. The building was used as classrooms and offices. **Approx. Year Built:** 1930. **GPS Latitude/Longitude:** 18.11928, -66.15991

**d. UPR Cayey Edificio 039 Instituto de Investigaciones Interdisciplinarias (1-21)**

The UPR Cayey Edificio 039 Instituto de Investigaciones Interdisciplinarias (1-21) building is part of the original historic site of the United States Army "65th Infantry" base and "Henry Barracks" with 2,437 SF, administrative offices, kitchen, laboratory, research, and meeting areas that was constructed in 1930 (89 years old). The building has 1 story with a U-Shape footprint totaling 2,437 SF. The building structure is a cast-in-place, reinforced concrete walls. The roof is corrugated zinc panels over a wood members support structure and includes 2 concrete chimneys with metal caps for ventilation of stove and/or fireplace. The exterior windows are Miami type aluminum jalousie and aluminum/wood doors. The floor is a reinforced concrete slab on grade. Interior finishes generally consist of gypsum board and plywood ceiling system, painted plaster finish, and ceramic tiles on walls. Flooring is ceramic tile **Approx. Year Built:** 1930. **GPS Latitude/Longitude:** 18.11883, -66.15990

**e. UPR Cayey Edificio 268 O-1 Casa Universidad A**

The building is a site cast, reinforced concrete building with a reinforced concrete roof with a bituminous built-up roof system over a four-foot roof overhang and 5-foot concrete parapet on 2 sides with the main roof that includes an additional eight-foot-high penthouse for 221 SF of the roof. The interior includes reinforced concrete bearing walls with a reinforced concrete floor slab on grade. Interior finishes generally consist of suspended acoustic ceiling, painted concrete or drywall and vinyl, ceramic, and terrazzo floor tile. In some limited areas gyp. board over metal studs has been applied. Water infiltration and retention is seen in several of the second-floor ceilings and walls, this is exacerbated by many months of conditions without power. The UPR Cayey campus is located at the historical site of the United States Army "65th Infantry" base and "Henry Barracks" in honor of the 3rd Military Governor of Puerto Rico and Medal of Honor recipient Major General Guy Vernor Henry. Henry Barracks, of the 65th Infantry Regiment of the U.S. Army closed its post in 1965. Most of the land and existing buildings were transferred to the University of Puerto Rico and opened the University of Puerto Rico at Cayey campus in 1967. The building is built around 1940 and would qualify as a historic structure due to its age, further investigation is required. This building is not located on the campus proper but is in an urban environment and in a Spanish colonial style. The facility was in use at the time of the event, and was used as classrooms, offices, and conference/meeting spaces. **Approx. Year Built:** 1940. **GPS Latitude/Longitude:** 18.11370, -66.16599

**iii. SCOPE OF WORK – FEMA**

<b>PW 07670 – BUILDING 035 Alianza para el Aprendizaje de las Ciencias y Matemáticas (ALACIMA) (1-13) (153023)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{01-001} Roofing System:</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship, roof, ridge cap, metal, 183 LF long.
2	Remove and replace with in kind material, design, color, hardware, and workmanship, 2,437 SF of roof, corrugated panel, metal.
3	Remove and replace with in kind material, design, color, hardware, and workmanship, 2,437 SF of roof, underlayment, felt, waterproof.
4	Remove and replace with in kind material, design, color, hardware, and workmanship, 2,437 SF of roof, sheathing, plywood, 0.75 IN thick, paint finish.
<b>{02-002} Interior General</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship, 1,055 SF of surfaces, painted.
<b>{03-003} Room100 Reception</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship, 96 SF of ceiling, plywood paneling, 0.625 IN, grooved, painted.
<b>{03-004} Room101 Kitchen</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship, 75 SF of ceiling, plywood paneling, 0.625 IN, grooved, painted.
<b>{03-005} Room102 Bath (8 FT x 9 FT)</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship, 72 SF of ceiling, plywood paneling, 0.625 IN, grooved, painted.
<b>{03-006} Room103 Laundry (4 FT x 5 FT)</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship, 20 SF of ceiling, plywood paneling, 0.625 IN, grooved, painted.
<b>{03-007} Room105 Office 1 (12 FT x 14 FT)</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship, 48 SF of ceiling, plywood paneling, 0.625 IN, grooved, painted.
<b>{03-008} Room106 Closet Hallway (2 FT x 3 FT)</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship, 6 SF of ceiling, plywood paneling, 0.625 IN, grooved, painted.
<b>{03-009} Room107 Office 2 (14 FT x 16 FT)</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship, 22 SF of ceiling, plywood paneling, 0.625 IN, grooved, painted.
<b>{03-009} Room107 Office 2 Bath (5 FT x 7 FT)</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship, 35 SF of ceiling, plywood paneling, 0.625 IN, grooved, painted.
<b>{03-009} Room107 Office 2 Closet 1 (3 FT x 5 FT)</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship, 15 SF of ceiling, plywood paneling, 0.625 IN, grooved, painted.
<b>{03-010} Room108 Office 3 (12 FT x 14 FT)</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship, 68 SF of ceiling, plywood paneling, 0.625 IN, grooved, painted.
<b>{03-011} Hallway Bath (13 FT x 16 FT)</b>	



1	Remove and replace with in kind material, design, color, hardware and workmanship,50 SF of ceiling, plywood paneling, 0.625 IN, grooved, painted.
<b>{03-012} Hallway (4 FT x 25 FT)</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,48 SF of ceiling, plywood paneling, 0.625 IN, grooved, painted.
<b>{04-019} Mold</b>	
1	Mold remediation was funded during Category B works.
406 HAZARD MITIGATION PROPOSAL (HMP) SCOPE OF WORK FOR:	
<b>Roof Mitigation:</b>	
1	Apply 2,437 SF of Metal Roof Coating - Elastomeric roofing with mesh reinforcement on corrugated metal to reduce water infiltration
2	Install 2,437 SF of Exterior Metal Panel Fastening to better secure roof by SF

<b>PW 07670 – UPR Cayey Edificio 037 Comisión para la Prevención de la Violencia (1-15) (153025)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{00-001} General:</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship, 1 each of windows, glass, French, wood frame 4 FT x 5 FT.
2	Prepare and paint, 250 SF of exterior building base
3	Prepare and paint 1,500 SF of exterior surfaces.
<b>{00-002} Roofing System:</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship, 500 SF of roof, metal galvanized, corrugated sheets.
<b>{01-003} (Closet 10A):</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,50 SF of plaster on wall, paint finish
2	Remove and replace with in kind material, design, color, hardware and workmanship,50 SF of plaster on ceiling, paint finish
<b>{01-004} (Closet 9):</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship, 25 SF of plastered wall, paint finish
<b>{01-004} Office #3 (14 FT x 14 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship,196 SF of wall, 1/4 IN thick plaster, paint finish.
<b>{01-005} Mold:</b>	
1	Mold remediation was funded during Category B work
406 HAZARD MITIGATION PROPOSAL (HMP) SCOPE OF WORK FOR:	
<b>Window Mitigation:</b>	
1	Install 34 LF of Weather-stripping, window, to prevent water infiltration.
<b>Paint Mitigation:</b>	

1	Replace 200 SF of Waterproof sealer for building exterior.
2	Replace 50 SF of Waterproof sealer for building exterior.
3	Replace 1,500 SF of Waterproof sealer for building exterior.
4	Replace 375 SF of Waterproof sealer for building exterior.
<b>Roof Mitigation</b>	
1	Install 500 SF of Metal Roof Coating - Elastomeric roofing with mesh reinforcement on corrugated metal to reduce water infiltration
2	Install 500 SF of Exterior Metal Panel Fastening to better secure roof by SF

<b>PW 07670 – UPR Cayey Edificio 038 Programa de Estudios de Honor (153026)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{00-001} General:</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,85 SF of enclosed porch (15 FT x 16 FT) ceiling, 5/8 IN drywall.
2	Remove and replace with in kind material, design, color, hardware and workmanship,1 each of water heater, enclosure (5FTx4FTx4FT).
3	Prepare and paint 180 SF of building base, 90 FT long x 2 FT wide.
4	Remove and replace with in kind material, design, color, hardware and workmanship, door for a 20 SF of water heater enclosure, 5 FT long x 4 FT wide
<b>{00-002} Roofing System:</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship,1,200 SF of corrugated, galvanized metal painted panels
2	Remove and replace with in kind material, design, color, hardware, and workmanship,1,200 SF of wood roof substrate, 1,200 SF of wood roof sheathing above roof rafters.
<b>{00-003} General:</b>	
1	Prepare and paint 1,160 SF of interior surfaces.
<b>{01-005} Lobby (15 FT x 27 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,80 SF of ceiling, 5/8 IN thick drywall, painted.
2	Remove and replace with in kind material, design, color, hardware and workmanship,80 SF of walls, 1/4 IN thick plaster, painted.
<b>{01-007} Office 109 (12 FT x 14 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,68 SF of ceiling and walls, plaster 1/4 IN thick, painted.
<b>{01-008} Bathroom107 (5 FT x 8 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,80 SF of ceiling, 1/2 IN plywood.
2	Remove and replace with in kind material, design, color, hardware, and workmanship,286 SF of wall, 1/4 IN thick, plaster.
3	Remove and replace with in kind material, design, color, hardware and workmanship,1 each of light, incandescent light fixture, 2 bulbs, 150W.
4	Remove and replace with in kind material, design, color, hardware and workmanship,1 each of door & frame, wood panel painted, 3 FT x 7 FT
<b>{01-009} Room 106 (14 FT x 17 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,100 SF of ceiling, 5/8 IN thick drywall, painted.
<b>{01-011} Office 105 (13 FT x 14 FT):</b>	

1	Remove and replace with in kind material, design, color, hardware and workmanship,20 SF of ceiling, 5/8 IN thick drywall, painted.
2	Remove and replace with in kind material, design, color, hardware and workmanship,24 SF of wall, 1/2 IN plywood, painted.
<b>{02-001} Mold:</b>	
1	Mold remediation was funded during Category B works.
406 HAZARD MITIGATION PROPOSAL (HMP) SCOPE OF WORK FOR:	
<b>Drywall Mitigation:</b>	
1	Replace 85 SF of Water-resistant gypsum wallboard, for walls and ceilings.
<b>Paint Mitigation</b>	
1	Replace and apply 240 SF of Waterproof sealer for building exterior
2	Replace and apply 180 SF of Waterproof sealer for building exterior
<b>Roof Mitigation</b>	
1	Replace 1,200 SF Steel roofing panels, on steel frame, corrugated or ribbed, galvanized, 24 gauge.
2	Apply 1,200 SF of Metal Roof Coating - Elastomeric roofing with mesh reinforcement on corrugated metal to reduce water infiltration.
3	Install 1,200 SF of Exterior Metal Panel Fastening to better secure roof by SF.
<b>Gypsum Board Mitigation</b>	
1	Replace and install 348 SF of Water-resistant gypsum wallboards, for walls and ceilings.

<b>PW 07670 – UPR Cayey Edificio 039 Instituto de Investigaciones Interdisciplinarias (1-21)) (153027)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{00-001} Exterior General:</b>	
1	Prepare and paint 1,060 SF of exterior surfaces.
<b>{02-002} Interior General:</b>	
1	Prepare and paint 1,286 SF of surfaces, walls, and ceilings.
<b>{03-003} Reception (14 FT x 27 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,12 SF of ceiling, plastering surfacing, 0.125 IN, gypsum compound.
<b>{03-004} Room103 Janitor Closet (4 FT x 5 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,20 SF of ceiling, wood paneling, flat, 0.25 IN, painted.
<b>{03-005} Room104 (12 FT x 14 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,32 SF of ceiling, plastering surfacing, 0.125 IN, gypsum compound.
<b>{03-006} Room105 (3 FT x 3 FT):</b>	

1	Remove and replace with in kind material, design, color, hardware and workmanship,1 each of door & frame, 1-3/4 IN x 3 FT x 6 FT 8 IN, hardwood, framed/paneled (Rail and Stile), 6 panels, painted.
<b>{03-007} Room107 (12 FT x 14 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,32 SF of ceiling, plastering surfacing, 0.125 IN, gypsum compound.
<b>{03-012} Mold:</b>	
1	Mold remediation was funded during Category B works.
406 HAZARD MITIGATION PROPOSAL (HMP) SCOPE OF WORK FOR:	
<b>Paint Mitigation:</b>	
1	Apply 1,060 SF of Waterproof sealer for building exterior.
<b>Door Mitigation:</b>	
1	Install 1 EA of Weather Stripping for a Single Door with threshold, to prevent water infiltration.

<b>PW 07670 – UPR Cayey Edificio 268 O-1 Casa Universidad A (261556)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{00-001} General:</b>	
1	Prepare and paint 500 SF of exterior surfaces
2	Remove and replace with in kind material, design, color, hardware and workmanship, stainless steel guard rail tubing, 1 1/2 IN DIA, surfacing, 20 LF long.
<b>{00-002} Roofing System:</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship,650 SF of bitumen roof system with aggregate surface (Includes
2	penthouse).
3	Remove and replace with in kind material, design, color, hardware, and workmanship,150 SF of wall, 1/4 IN thick plaster (cracking
<b>{01-001} General:</b>	
1	Prepare and paint 9,791 SF of painted surfaces (includes penthouse.
<b>{01-004} First Floor:</b>	
1	Prepare and paint 102 SF of walls.
2	Prepare and paint 60 SF of ceiling
<b>{02-005} Second Floor Bathroom (6 FT x 10 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,60 SF of ceiling, 2 FT x 4 FT acoustic tile
2	Remove and replace with in kind material, design, color, hardware and workmanship,1 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed
<b>{02-006} Second Floor Bathroom (6 FT x 6 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,36 SF of plaster in ceiling.
<b>{02-007} Second Floor Room No. 2 (7 FT x 29 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship,203 SF of ceiling, 2 FT x 4 FT acoustic tile.

2	Remove and replace with in kind material, design, color, hardware and workmanship,2 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed.
<b>{02-008} Second Floor Room No. 1 AA (14 FT x 15 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship,210 SF of ceiling, 2 FT x 4 FT acoustic tile.
2	Remove and replace with in kind material, design, color, hardware and workmanship,4 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed
<b>{02-009} Second Floor Bathroom (6 FT x 6 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,36 SF of ceiling, 2 FT x 4 FT acoustic tile.
<b>{02-010} Second Floor Room No. 3 (7 FT x 32 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship,224 SF of ceiling, 2 FT x 4 FT acoustic tile.
2	Remove and replace with in kind material, design, color, hardware and workmanship,4 each of light, 2 FT x 4 FT fluorescent, 4 tube.
<b>{02-011} Second Floor Room No. 380 (15 FT x 16 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship,240 SF of ceiling, 2 FT x 4 FT acoustic tile.
2	Remove and replace with in kind material, design, color, hardware and workmanship,4 each of light, 2 FT x 2 FT fluorescent, 2 tube.
<b>{02-012} Second Floor Room No. 3A (15 FT x 16 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware, and workmanship,240 SF of ceiling, 2 FT x 4 FT acoustic tile.
2	Remove and replace with in kind material, design, color, hardware and workmanship,2 each of light, 2 FT x 2 FT fluorescent, 4 tube.
<b>{02-013} Second Floor Room No. 4 (16 FT x 23 FT):</b>	
1	Remove and replace with in kind material, design, color, hardware and workmanship,4 each of light, 2 FT x 4 FT fluorescent, 4 tube.
<b>{05-012} Mold:</b>	
1	Mold remediation was funded during Category B works.
406 HAZARD MITIGATION PROPOSAL (HMP) SCOPE OF WORK FOR:	
<b>Paint Mitigation</b>	
1	Replace and apply 500 SF of Waterproof sealer for building exterior
<b>Roof Mitigation</b>	
1	Install 650 SF of Additional membrane to Build Up Roof, bituminous membrane, to add resiliency to roof structure.
2	Install 650 SF of Slope Improvement to improve drainage on flat roof using insulation, 2" thick on average.
3	Install 102 SF of Termination Bar to prevent membrane loss.
<b>Gypsum Board Mitigation</b>	
1	Replace and install 1,213 SF of Complete suspended ceilings, fiberglass ceiling board, plain faced, 2' x 4' x 5/8", include standard suspension system, excl. 1-1/2" carrier channels.

**e. PROJECT PW 8313**

**i. LOCATION PLAN**



**ii. GENERAL DESCRIPTION**

**a. UPR Cayey Edificio 018 Taller de Televisión Educativa**

The Edificio 018 Taller de Televisión Educativa. It is a 4,313 SF, 1 story television broadcast education studio that was constructed in 1970 (50 years old). The facility is a site cast, reinforced concrete building with a reinforced concrete roof with a bituminous built-up roofing system. There is a two-foot roof overhang and 2.5-foot concrete fascia panels on the main roof. The interior includes reinforced concrete bearing walls with a reinforced concrete floor slab on grade. Interior finishes generally consist of suspended acoustic ceiling, painted concrete or drywall and vinyl and ceramic floor and wall tile. The UPR Cayey Edificio 018 Taller de Televisión Educativa is located at the historical site of the United States Army "65th Infantry" base. **Approx. Year Built:** 1970 **GPS Latitude/Longitude:** 18.11903, -66.16067

**b. UPR Cayey Edificio 027 Residencia de Facultad y Huéspedes (1-2)**

The UPR Cayey Edificio 027 Residencia de Facultad y Huéspedes (1-2) building is a 2,100 SF, 1 story, faculty residence building that was constructed in 1930 (90 years old). The building is a site cast, reinforced concrete building with timber frame 1inch x 6inch planks covered with asphaltic waterproofing membrane and metal sheeting. The roof also covers the front porch entrance

area. The interior includes reinforced concrete bearing walls with a reinforced concrete floor slab on grade. Interior finishes generally consist of painted drywall ceilings, painted concrete or drywall painted walls. With terrazzo tile and wood flooring. This facility was in operation at the time of the event, and it is listed in the National Register of Historic Places (NRHP). **Approx. Year Built:** 1930. **GPS Latitude/Longitude:** 18.11851, -66.15729

**c. UPR Cayey Building 028 Residencia de Facultad y Huéspedes (1-3)**

The UPR Cayey Edificio 028 Residencia de Facultad y Huéspedes (1-3) building is a 2,206 SF, 1 story, Faculty and Guests Residence building that was constructed in 1930 (90 years old). The building is site cast, reinforced concrete grade beams on spread footing supporting reinforced concrete slabs and walls with aluminum louver windows, and wood doors. Roof is wood framed, with 1x4 sheathing, roofing felt and corrugated metal roofing, 2 concrete chimneys with metal caps for ventilation of a stove and/or fireplace. The interior includes reinforced concrete walls with wood doors and frames. Interior finishes generally consist of painted concrete and ceramic tile walls. Ceilings are painted gypsum board and plywood. Floors are ceramic tiles. The UPR Cayey Edificio 033 Residencia de Facultad y Huéspedes (1-8) is located at the historical site of the United States Army "65th Infantry" base. This facility was in operation at the time of the event **Approx. Year Built:** 1930. **GPS Latitude/Longitude:** 18.11863, -66.15697

**d. UPR Cayey Building 029-R1 FAC R.O.T.C. (355)**

The Edificio 029-R1 FAC R.O.T.C. (355) building is a 1,944 SF, 1 story ROTC building that was constructed in 1930 (90 years old). The building is a cast-in-place reinforced concrete building with 2 FT overhangs. The roof is single-ply roofing membrane. The interior includes reinforced CMU walls partitions. Interior finishes generally consist of painted plastered ceiling, painted plastered or drywalls, and 12 IN x 12 IN vinyl composition tile (VCT) flooring. The building is the historic site of the "Henry Barracks" of the United States Army "65th Infantry". This facility was in operation at the time of the event and/or eligible to be listed in the National Register of Historic Places (NRHP). **Approx. Year Built:** 1930. **GPS Latitude/Longitude:** 18.11637, -66.15351

**iii. SCOPE OF WORK – FEMA**

<b>PW 8313 – UPR Cayey Edificio 018 Taller de Televisión Educativa (152982)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{00-001} Building Exterior:</b>	
1	Prepare, Apply Primer and Two Coats of Exterior Paint (in kind), 1,647 SF of building exterior surfaces
2	Remove and Replace 1 each of light, high-pressure sodium, dusk to dawn fixture with a Exterior LED Lighting Fixture of same appearance (refer to scope note 2)
<b>{00-002} Roofing System:</b>	
1	Remove and replace, 4,313 SF of modified bitumen with aggregate surfacing with a 4 ply Modified Bitumen Membrane (refer to scope note 2)

<b>{00-003} General:</b>	
1	Prepare, Apply Primer and Two Coats of Paint (in kind), 6,917 SF of Interior surfaces
<b>{01-004} First Floor Room 105 (9 FT x 13 FT):</b>	
1	Remove and Replace (in kind), 177 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended
2	Remove and Replace 3 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed with LED Lighting Fixture of the same type (refer to scope note 2)
3	Remove and Replace (in kind), base, 4 IN vinyl, 40 LF long
4	Remove and Replace (in kind), 177 SF of floor, VCT, 12 IN x 12 IN
<b>{01-005} First Floor Room 105B (9 FT x 13 FT):</b>	
1	Remove and Replace (in kind), 117 SF of ceiling, 2 FT x 4 FT acoustic tile
2	Remove and Replace (in kind), 3 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed with LED Lighting Fixture of the same type (refer to scope note 2)
<b>{01-005} First Floor Room 105B (9x13):</b>	
1	Remove and Replace (in kind), base, 4 IN vinyl, 44 LF long
2	Remove and Replace (in kind), 117 SF of floor, VCT, 12 IN x 12 IN
<b>{01-008} First Floor Room 110A (10 FT x 16 FT) Secondary Conference Room:</b>	
1	Remove and Replace (in kind), 160 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended
<b>{01-009} First Floor Room 112 (10 FT x 15 FT):</b>	
1	Remove and Replace (in kind), 150 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended
<b>{01-010} First Floor Room 117 (10 FT x 12 FT):</b>	
1	Remove and Replace (in kind), 120 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended
<b>{01-011} First Floor Room 101 (12 FT x 18 FT) Postal Office:</b>	
1	Remove and Replace (in kind), 216 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended
<b>{01-012} First Floor Hallway (7 FT x 71 FT) + South entrance foyer (8 FT x 12 FT):</b>	
1	Remove and Replace (in kind), 96 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended
2	Remove and replace, 4 each of light, 2 FT x 4 FT fluorescent, 4 tube, recessed with LED Lighting Fixture of the same type (refer to scope note 2)
3	Repair (in kind), 10 SF of walls, cement plaster
<b>{01-013} First Floor West Wing Foyer (6 FT x 9 FT) (Near Archive Room):</b>	
1	Remove and Replace (in kind), 54 SF of ceiling, 2 FT x 4 FT acoustic tile, suspended
406 Hazard Mitigation Proposal (HMP) Scope of Work for:	
Measure A (replacement):	
	For damaged roof waterproofing/protection system, to provide better resistance to detachment/breaching/blistering of the roofing membrane: <ul style="list-style-type: none"> <li>i. Remove and replace existing system with an SBS modified bituminous membrane system; total of 4,313 sf. Includes:                     <ul style="list-style-type: none"> <li>1. Improved sloping surface, termination bars and flashing.</li> </ul> </li> </ul>
Measure B (replacement):	
	For damaged exterior paint, to provide protection against wind-driven rain (water intrusion):



	i. Apply waterproof sealer for exterior concrete masonry units (CMU), includes primer and two coats: total of 1,647 sf.
Measure C (replacement):	
	For damaged exterior light fixtures, to provide protection against hurricane force winds, wind-driven rain and/or wind-blown debris, replace with stronger units per the Repetitive HMP.
Measure D (replacement):	
	For damaged acoustical ceiling tiles, to provide protection against wind-driven rain (water intrusion) and potential water and/or mold-growth damage: i. Replace damaged material with water resistant units per the Repetitive HMP; total of 1,090 sf.
Measure E (supplementary):	
	For damaged vinyl flooring, to provide protection against wind-driven rain (water intrusion): i. Apply water-resistant VCT floor adhesive/underlayment; total of 321.72 sf.

<b>PW 8313 – UPR Cayey Edificio 027 Residencia de Facultad y Huéspedes (1-2) (152986)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{00-001} Fence:</b>	
1	Remove and Replace (In-Kind), 1 each of 5 FT high chain link fence, 40 FT long
<b>{00-001} General:</b>	
1	Prepare, Apply Primer and Two Coats of Exterior Paint (In-Kind), 3,290 SF of building exterior surfaces
<b>{00-001} Porch:</b>	
1	Remove and Replace (In-Kind), 260 SF of ceiling wood panels, 20 FT long x 13 FT wide
<b>{00-002} Roofing System:</b>	
1	Remove 2,076 SF of 1 inch x 6-inch planks covered with asphaltic waterproofing membrane and metal sheeting and replace with Corrugated Metal Roof which underlayment is comprised of 1 inch x 6-inch wood planks covered with a self-adhered two (2) ply SBS Modified Bituminous Membrane (refer scope note 3 and 4, 5)
<b>{00-003} General:</b>	
1	Prepare, Apply Primer and Two Coats of Paint (In-Kind), 8,460 SF of Interior Building painted surfaces
<b>{00-004} Room Living (18x21):</b>	
1	Remove and Replace (In-Kind), 378 SF of ceiling, 5/8 IN gypsum board
2	Repair (In-Kind), 10 SF of wall, concrete spalls
3	Repair (In-Kind), 500 SF of wall, ¼ IN plaster
<b>{00-005} Room Kitchen (15x12):</b>	
1	Remove and Replace (In-Kind), 180 SF of ceiling, 5/8 IN gypsum board
2	Remove and Replace (In-Kind), 1 each of cabinet, wood, kitchen with double sink, formican countertop 42 IN high 14 FT long

3	Remove and Replace (In-Kind), 1 each of wall, cabinet, wood, 24 IN x 14 IN x 10 FT
4	Repair (In-Kind), 300 SF of wall, ¼ IN plaster
<b>{00-006} Room Laundry (8x10):</b>	
1	Remove and Replace (In-Kind), 80 SF of ceiling, 5/8 IN gypsum board
2	150 SF of wall paint refer to Scope Note 2.
<b>{00-007} Bathroom (5x6):</b>	
1	Remove and Replace (In-Kind), 30 SF of ceiling, 5/8 IN gypsum board
2	Patch and Repair (In-Kind), 100 SF of wall, ¼ IN plaster
<b>{00-008} Hallway (25x4):</b>	
1	Remove and Replace (In-Kind), 100 SF of ceiling, 5/8 IN gypsum board
2	600 SF of wall paint, refer to Scope Note 2.
3	Remove and Replace 1 each of light, fixture, single bulb with globe with a LED Light fixture (refer to scope note 5)
<b>{00-009} Bedroom (12x14):</b>	
1	Remove and Replace (In-Kind), 168 SF of ceiling, 5/8 IN gypsum board
2	624 SF of wall paint, refer to Scope Note 2.
3	Remove and Replace 1 each of light, fixture, single bulb with globe with LED lighting Fixture (refer to scope note 5)
<b>{00-010} Closet (10x3):</b>	
1	Remove and Replace (In-Kind), 30 SF of ceiling, 5/8 IN gypsum board
2	50 SF of wall paint, refer to Scope Note 2.
3	Remove and Replace (In-Kind), 1 each of light, fixture, single bulb with globe with LED lighting Fixture (refer to scope note 5)
<b>{00-011} Closet (3x3):</b>	
1	Remove and Replace (In-Kind), 9 SF of ceiling, 5/8 IN gypsum board
2	36 SF of wall paint, refer to Scope Note 2.
3	Remove and Replace (In-Kind), 1 each of light, fixture, single bulb with globe with LED lighting Fixture (refer to scope note 5)
<b>{00-012} Bathroom (7x6) + (4x4):</b>	
1	Remove and Replace (In-Kind), 58 SF of ceiling, 5/8 IN gypsum board
2	Remove and Replace 1 each of light, fixture, single bulb with globe with LED lighting Fixture (refer to scope note 5)
<b>{00-013} Bedroom (14x16):</b>	
1	Remove and Replace (In-Kind), 224 SF of ceiling, 5/8 IN gypsum board
2	176 SF of wall paint, refer to Scope Note 2.
3	Remove and Replace 1 each of light, fixture, single bulb with globe with LED lighting Fixture (refer to scope note 5)
<b>{00-014} Bathroom (5x7):</b>	
1	Remove and Replace (In-Kind), 35 SF of ceiling, 5/8 IN gypsum board
2	84 SF of wall paint, refer to Scope Note 2.
3	Remove and Replace 1 each of light, fixture, single bulb with globe with LED lighting Fixture (refer to scope note 5)
<b>{00-015} Closet (3x7):</b>	

1	Remove and Replace (In-Kind), 21 SF of ceiling, 5/8 IN gypsum board
2	48 SF of wall paint refer to Scope Note 2.
3	Remove and Replace 1 each of light, fixture, single bulb with globe with LED lighting Fixture (refer to scope note 5)
<b>{00-016} Bedroom (12x14):</b>	
1	Remove and Replace (In-Kind), 168 SF of ceiling, 5/8 IN gypsum board
2	120 SF of wall paint, refer to Scope Note 2.
3	Remove and Replace 1 each of light, fixture, single bulb with globe with LED lighting Fixture (refer to scope note 5)
406 Hazard Mitigation Proposal (HMP) Scope of Work for:	
Measure A (supplementary):	
	<p>a. For damaged metal roof, to prevent the detachment of the roofing panels by wind uplift:</p> <p>i. Install additional sheet metal screws, stainless steel, with aluminum or neoprene washers, plain, #14 x 2", for 2,076 sf (20.76 sq.) of roofing, per the applicable Repetitive HMP.</p>
Measure B (replacement):	
	<p>For damaged interior gypsum board, to provide protection against wind-driven rain (water intrusion):</p> <p>i. Replace damaged material with water resistant gypsum wallboard, taped &amp; finished (level 4 finish), 1/2" thick; total of 1,481 sf.</p>
Measure C (supplementary):	
	<p>a. For damaged chain-link fencing, to harden the entire assembly (<b>total of 40 LF</b>) against wind and impact forces:</p> <p>i. Install 25% more vertical posts (by shortening distance between posts from the typ. 10' O.C. to 8' O.C.), thicken the posts' gauge, and deepen the post footings from the typ. 2' depth to 3'. Includes:</p> <ol style="list-style-type: none"> <li>1. Pipe, steel, galvanized, threaded, 3", schedule 40, Spec. A-53, includes coupling and clevis hanger assembly sized for covering, 8' O.C.</li> <li>2. Concrete, hand mix, for small quantities or remote areas, 2500 psi, using gas powered cement mixer, includes local bulk aggregate &amp; sand, bagged Portland cement (Type I) and water, excludes, forms, reinforcing, placing &amp; finishing.</li> <li>3. Additional labor to bury each post 1 additional ft deep.</li> </ol>

<b>PW 8313 – UPR Cayey Edificio 028 Residencia de Facultad y Huéspedes (1-3) (152988)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{00-001} General:</b>	
1	Remove and Replace (In-Kind), 4 each of foundation Wood Vents, 12 IN X 16 IN (refer to scope note 6)
<b>{00-002} Roofing System:</b>	
1	Remove and Replace (In-Kind), 2,206 SF of corrugated sheet metal roofing (refer to scope note 3 and 4)
2	Remove 2,206 SF of 30# roofing felt and replace with a self-adhered two (2) ply SBS Modified Bituminous Membrane (refer to scope note 3 and 4)
<b>{00-003} General:</b>	
1	Prepare, Apply Primer and Two Coats of Paint (In-Kind), 8,151 SF of Interior Building surfaces
2	Remove and Replace (In-Kind), Casing Trim, 0.75 IN x 2.5 IN, painted, 188 FT long
3	Remove, Replace and Paint (In-Kind), Ceiling Trim 0.5 IN x 3.5 in, painted, 325 FT long (refer to scope note 5)
<b>{00-004} Balcony (20 FT x 13 FT x 11 FT):</b>	
1	Building Exterior (In-Kind), 260 SF of ceiling gypsum board
<b>{00-004} Balcony (20 FT x 13 FT x 11 FT):</b>	
1	Remove and Replace (In-Kind), 260 SF of ceiling wood
<b>{00-005} Room 028 1-3 Living Room (14 FT x 27 FT x 11 FT):</b>	
1	Remove and Replace (In-Kind), 378 SF of ceiling gypsum board
<b>{00-005} Room 028 1-3 Living Room (14 FT x 27 FT x 11 FT):</b>	
1	Remove and Replace 6 each of Wall Sconce Lamps with LED Wall Sconce Lamps
<b>{00-005} Room 028 1-3 Living Room (14x27x11):</b>	
1	Remove, repair damage portion, treat with fungicide, oil-based paint, assemble and reinstall existing 1 each of Four (4) Panel Solid Core Double Wood Doors (2 FT X 8 FT each) with 1 each of Double French Door with 3 lites and 1 Solid Wood Core Panel attached to frame in the inside portion (in kind)
<b>{00-006} Closet (3 FT x 4 FT x 11FT):</b>	
1	Remove and Replace (In-Kind), 12 SF of ceiling gypsum board
<b>{00-007} Kitchen (15 FT x 10 FT x 11FT):</b>	
1	Remove and Replace (In-Kind), 150 SF of ceiling Gypsum Board
<b>{00-008} Laundry (8 FT x 9 FT x 11 FT):</b>	
1	Remove and Replace (In-Kind), 72 SF of ceiling gypsum board
2	Remove, repair damage portion, treat with fungicide, oil-based paint, assemble and reinstall existing, 1 each Six (6) Panels Solid Core Wood Door (in kind) 3 FT x 7 FT
<b>{00-009} Closet (4 FT x 5 FT x 11 FT):</b>	
1	Remove and Replace (In-Kind), 20 SF of ceiling wood panels
<b>{00-010} Hallway (25 FT x 4 FT x 11 FT):</b>	
1	Remove and replace in-kind ceiling molding (1 IN x 2 IN), 58 LF long
<b>{00-011} Bathroom (7 FT x 6 FT) (4 FT x 4 FT) x 11 FT:</b>	
1	Remove and Replace (In-Kind), 58 SF of ceiling, gypsum board

<b>{00-012} Bedroom 2 (16 FT x 14 FT x 11 FT):</b>	
1	Repair (In-Kind) to 140 SF of wall (refer to scope note 7)
<b>{00-012} Bedroom 2 (16 FT x FT 14 FT x 11 FT):</b>	
1	Repair (In-Kind), 25 SF of concrete spalls
<b>{00-013} Bathroom (5 FT x 7 FT x 11 FT):</b>	
1	Remove, repair damage portion, treat with fungicide, oil-based paint, assemble and reinstall existing (in kind), 1 each Six (6) Panels Solid Core Wood Door, (in kind) 3 FT x 7 FT
<b>{00-014} Closet 1 (3 FT x 5 FT x 8 FT):</b>	
1	Remove and Replace (In-Kind), 100 SF of wood walls
<b>{00-015} Bedroom 3 (12 FT x 14 FT x 11 FT):</b>	
1	Remove and Replace (In-Kind), 168 SF of ceiling gypsum board
406 Hazard Mitigation Proposal (HMP) Scope of Work for:	
Measure A (supplementary):	
	<ul style="list-style-type: none"> <li>a. For damaged metal roof, to prevent the detachment of the roofing panels by wind uplift:                             <ul style="list-style-type: none"> <li>i. Install additional sheet metal screws, stainless steel, with aluminum or neoprene washers, plain, #14 x 2", for 2,076 sf (20.76 sq.) of roofing, per the applicable Repetitive HMP.</li> </ul> </li> </ul>
Measure B (replacement)::	
	<ul style="list-style-type: none"> <li>a. For damaged interior gypsum board, to provide protection against wind-driven rain (water intrusion):                             <ul style="list-style-type: none"> <li>i. Replace damaged material with water resistant gypsum wallboard, taped &amp; finished (level 4 finish), 1/2" thick; total of 1,481 sf.</li> </ul> </li> </ul>

<b>PW 8313 – UPR Cayey Edificio 029-R1 FAC R.O.T.C. (355) (152991)</b>	
<b>PA SCOPE OF WORK</b>	
<b>First Floor Room 100 Classroom ( 12 FT x 34 FT ):</b>	
1	Remove and Replace 1 each of 4 tube, surface mount fluorescent light fixture, 4 FT long x 2 FT wide with a LED light fixture same size and type (refer to scope note 2)
<b>First Floor Room 104 Storage ( 9 FT x12 FT ):</b>	
1	Remove and Replace (In-Kind), 120 SF of 5/8 IN thick painted plywood wall
<b>First Floor Room 105 Bathroom ( 12 FT x 5 FT ) :</b>	
1	Remove and Replace (In-Kind), base, 4 IN vinyl, 34 LF long
<b>First Floor Room 105 Bathroom ( 12 FT x 5 FT ):</b>	
1	Prepare, Apply Primer and Two Coats of Interior Paint (In-Kind), 60 SF of painted concrete ceiling

2	Remove and Replace (In-Kind), 60 SF of floor, VCT, 12 IN X 12 IN
<b>First Floor Room 106 Closet ( 2 FT x 3 FT x 6.6 FT ):</b>	
1	Remove and Replace (In-Kind), 46 SF of 1/2 IN thick painted plywood wall
<b>General:</b>	
1	Remove and Replace, 1 each of 150W, high pressure sodium, pendant, round, surface mount light fixture with a LED light fixture same size and type (refer to scope note 2)
2	Remove and Replace (in-kind), 1 each of aluminum jalousie window, 2.5 FT x 4.7 FT
<b>Roofing System:</b>	
1	Remove 1.944 SF of 1 ply bituminous membrane and replace it with a 4 ply bituminous membrane. (Refer to scope note 2)
2	Repair (In-Kind), 80 SF of concrete eaves & soffit
3	Remove and Replace (In-Kind), 26-gauge, 12 IN, metal roof flashing, 198 LF long
<u>406 Hazard Mitigation Proposal (HMP) Scope of Work for:</u>	
Measure A (supplementary):	
	<ul style="list-style-type: none"> <li>a. For damaged roof waterproofing/protection system, to provide better resistance to detachment/breaching/blistering of the roofing membrane:                             <ul style="list-style-type: none"> <li>i. Apply secondary layer of SBS modified bituminous membrane, heavyweight base sheet, 87 to 120 mil thick: total of 1,944 sf.</li> </ul> </li> </ul>
Measure B (replacement):	
	<ul style="list-style-type: none"> <li>a. For damaged exterior light fixtures, to provide protection against hurricane force winds, wind-driven rain and/or wind-blown debris, replace with stronger units per the Repetitive HMP.</li> </ul>
Measure C (supplementary):	
	<ul style="list-style-type: none"> <li>a. For damaged vinyl flooring, to provide protection against wind-driven rain (water intrusion):                             <ul style="list-style-type: none"> <li>i. Apply water-resistant VCT floor adhesive/underlayment; total of 71.22 sf.</li> </ul> </li> </ul>
Measure D (supplementary):	
	<ul style="list-style-type: none"> <li>a. For damaged windows, to provide protection against hurricane force winds, wind-driven rain and/or wind-blown debris:                             <ul style="list-style-type: none"> <li>i. Install corrosion-resistant, manually deployed, ribbed interlocking shutters, with upper channel/lower angle mount, lower wing-nut fasteners, overlapping substrate a total of 6" each way (translucent material on historical applications); total of 15.60 sf of protective surface, per the applicable HMP.</li> </ul> </li> </ul>

**f. PROJECT PW 09535**  
**i. LOCATION PLAN**



**ii. GENERAL DESCRIPTION**

**e. UPR Cayey - 275-444 Parque Verdes Sombras**

Sombra Verde Park is an educational-demonstrative project that provides and promotes environmental education focused on the conservation of species. It is a forest restoration program for the entire campus to protect native species and restore habitats. Includes community engagement activities sponsored by the Agricultural Department of Puerto Rico. Established in 1980, Sombra Verde Park is within 44,000 square meters of land (approx.). Inside the park is located a 40 feet trailer that serves as warehouse, office and two bathrooms. Also an outside conference area, with an awning and a wooden built on site platform is part of the park. **Approx. Year Built: 1980 GPS Latitude/Longitude: 18.11471, -66.15350**

iii. SCOPE OF WORK – FEMA

<b>PW 9535 – UPR Cayey 275-444 Parque Verdes Sombras (148245)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{00-001} Site:</b>	
1	Remove and replace, chain link fence, 5 FT height, 2,800 LF long.
2	Replace, 47 each of native trees, 1 tree per species.
406 Hazard Mitigation Proposal (HMP) Scope of Work for:	
1	<i>When “Remove and replace, chain link fence, 5 FT height, 2,800 LF long”, “reduce the typical spacing between line posts from 10 feet to 8 feet, bury the posts at 3 ft deep instead of 2 ft deep, change the dimension of the posts from 2-inch diameter to 3-inch diameter.</i>

- Native Trees Inventory

ID	Species	QTY	Comments	Unit Cost Data	
					Container/Size
1	<i>Senna siamea</i>	219	Affected by storm event.		15G/17"
2	<i>Melaleuca quinquenervia</i>	118	Affected by storm event.		36" box
3	<i>Swietenia macrophylla King</i>	92	Affected by storm event.		100G/36"
4	<i>Sabal causiarum</i>	59	Affected by storm event.		65G/32"
5	<i>Calophyllum lampanulate</i>	51	Affected by storm event.		65G/32"
7	<i>Swietenia mahaqoni</i>	41	Affected by storm event.		65G/32"



8	<i>Callistemon viminalis</i>	36	Affected by storm event.	65G/32"
11	<i>Ravenala madagascariensis</i>	26	Affected by storm event.	65G/32"
12	<i>Delonix regia</i>	22	Affected by storm event.	65G/32"
13	<i>Dypsis decaryi</i>	22	Affected by storm event.	65G/32"
15	<i>Bucida buceras L.</i>	21	Affected by storm event.	65G/32"
16	<i>Bursera simaruba (L.)</i>	19	Affected by storm event.	65G/32"
17	<i>Eucalyptus robusta</i>	19	Affected by storm event.	N/A
18	<i>Tabebuia heterophylla</i>	19	Affected by storm event.	65G/32"
19	<i>Aiphanes minima</i>	14	Affected by storm event.	20G/20"
20	<i>Coccoloba swartzii</i>	10	Affected by storm event.	25G/21"
21	<i>Dalbergia sissoo</i>	9	Affected by storm event.	25G/21"
22	<i>Prunus dulcis</i>	9	Affected by storm event.	15G/17"
23	<i>Dictyosperma album</i>	8	Affected by storm event.	65G/32"
24	<i>Pterocarpus indicus</i>	7	Affected by storm event.	25G/21"
25	<i>Washingtonia robusta</i>	7	Affected by storm event.	65G/32"
26	<i>Ceiba pentandra</i>	6	Affected by storm event.	65G/32"
27	<i>Ficus benjamina</i>	6	Affected by storm event.	45G/28"
28	<i>Licuala grandis</i>	6	Affected by storm event.	65G/32"
30	<i>Olneya tesota</i>	6	Affected by storm event.	95G/36"

31	<i>Peltophorum pterocarpum</i>	6	Affected by storm event.		45G/28"
33	<i>Caryota mitis Lour.</i>	5	Affected by storm event.		24" box

36	<i>Dypsis lutescens</i>	5	Affected by storm event.		65G/32"
37	<i>Lagerstroemia speciosa</i>	5	Affected by storm event.		45G/28"
38	<i>Cocos nucifera L.</i>	4	Affected by storm event.		65G/32"
39	<i>Citharexylum spinosum L</i>	3	Not affected by storm event.		15G/17"
41	<i>Crescentia cujete L.</i>	3	Affected by storm event.		25G/21"
42	<i>Hymenaea courbaril</i>	3	Affected by storm event.		2G/8"
43	<i>Pinus elliottii</i>	3	Affected by storm event.		45G/28"
44	<i>Psidium guajava L.</i>	3	Affected by storm event.		45G/28"
46	<i>Zanthoxylum flavum</i>	3	Affected by storm event.		25G/21"
47	<i>Roystonea borinquena</i>	2	Affected by storm event.		25G/21"
50	<i>Araucaria heterophylla</i>	1	Affected by storm event.		50G
51	<i>Bauhinia monandra</i>	1	Affected by storm event.		30G
52	<i>Cananga odorata</i>	1	Affected by storm event.		65G/32"
55	<i>Cordia sebestena</i>	1	Affected by storm event.		65G/32"
56	<i>Cyrtostachys renda</i>	1	Affected by storm event.		25G/21"
57	<i>Ficus elastica</i>	1	Affected by storm event.		3G/10"
61	<i>Hibiscus tiliaceus</i>	1	Affected by storm event.	65G/32"	
62	<i>Mangifera indica</i>	1	Affected by storm event.	45G/28"	

66	<i>Spathodea 4ampanulate</i>	1	Affected by storm event.		65G/32"
68	<i>Thespesia populnea</i>	1	Affected by storm event.		15G/17"

**g. PROJECT PW 09925**  
**i. LOCATION PLAN**



**ii. GENERAL DESCRIPTION**

**f. UPR Cayey Edificio 249 WP-1 Estación de Bombeo 1**

The building is a cast in place reinforced concrete structure built circa 1930 (87 years old by the time of the storm event) with a concrete roof and a one-foot overhang. Exterior finishes consist of concrete painted walls and aluminum jalousie windows. The building serves as a pump station for the nearby water storage tank. The interior consists of reinforced concrete painted walls with reinforced concrete floor slab. **Approx. Year Built: 1930 GPS Latitude/Longitude: 18.11662, -66.15990**

**iii. SCOPE OF WORK – FEMA**

<b>PW 09925 – UPR Cayey Edificio 249 WP-1 Estación de Bombeo 1 (260615)</b>	
<b>PA SCOPE OF WORK</b>	
<b>{00-001} Roofing System:</b>	
1	Remove and replace in kind 320 SF of elastomeric coat roofing system, 20 FT long x 16 FT wide.
<b>{00-002} General Exterior:</b>	
1	Remove and replace in kind 544 SF of painted concrete walls, 64 FT long x 8.5 FT high.
2	Remove and replace in kind 2 aluminum jalousie windows, 3 FT wide x 5 FT high.
3	Remove and replace in kind 1 double leaf wood door, 5 FT wide x 7 FT high. See project note 7.
<b>{01-001} General Interior:</b>	
1	Remove and replace in kind 512 SF of painted concrete walls, 64 FT long x 8 FT high.
2	Remove and replace in kind 320 SF of painted concrete ceiling (including exterior eave), 20 FT long x 16 FT wide.
3	Remove and replace in kind 252 SF of epoxy painted concrete floor (traffic resistant), 18 FT long x 14 FT wide.
406 Hazard Mitigation Proposal (HMP) Scope of Work for:	
1	Install 320 SF of Insulating roof fill, perlite/vermiculite, 1:6 ready mix, 2" thick to improve the slope on a flat roof will ensure proper drainage and prevent infiltration damages to the roof and interior.
2	Replace 544 SF of concrete walls with waterproof paint to reduce moisture through masonry walls, preventing similar damages to the exterior paint and interior water damages.
3	Replace 1 double leaf wood door, 5 FT wide x 7 FT high with an exterior double leaf aluminum door to resist wind born debris impacts and water damage.
4	Add 512 SF of a waterproof sealer to reduce moisture through masonry walls, preventing similar damages to the exterior paint and interior water damages.
5	Add 320 SF of a waterproof sealer to reduce moisture through masonry walls, preventing similar damages to the exterior paint and interior water damages.

**END OF SECTION**

## **23. APPENDIX G**

### **FEMA Alternative Procedures**

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