

UNIVERSITY OF PUERTO RICO
CENTRAL ADMINISTRATION
NOTICE OF REQUEST FOR PROPOSAL RFP #DRO 25-010 / 09105
DESIGN AND SUPERVISION SERVICES

Administración
Central
Universidad de
Puerto Rico

Timeline:

RFP publication date: August 1, 2024.

Site visit (Not Compulsory) August 21, 2024, Time: 10:00 am
Location: Agricultural Research Station at Lajas: Principal Building.
Coordinates: (18.03200, -67.07358)

Deadline for Request for Information by email: August 27, 2024, Time: on or before 4:30pm.

Response for Request for Information by email: September 3, 2024, Time: on or before 4:30pm.

The proposal must be submitted **by email on or before 11:59pm (AST) on September 24, 2024.** Address the indicated contacts in Section II (Mr. Julio Collazo Rivera, attention to Arch. Alejandro Argüelles and Eng. Carlos Hiraldo Torres). The University of Puerto Rico (UPR) will accept offers via email in digital PDF format at uprecovery.rfp@upr.edu.



The UPR is working towards its recovery, which requires the issuance of this Request for Proposal for Design and Supervision Services for the UPR Recovery Project **09105-DRO-06-24-RUM-Reconditioning and Repairs of Thirty-Two Buildings and/or Structures at EEA Lajas at University of Puerto Rico, Mayagüez 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 one project worksheet (09105) that will impact 32 buildings and structures located at the Agricultural Research Station at Lajas, Experimental Farm and Cattel Farm, which support research and academic activities of the College of Agricultural Sciences of University of Puerto Rico at Mayagüez. In general terms, the scope of the project contemplates repair tasks to restore facilities to pre-disaster design, function, and capacity, including mitigation tasks as recommended by FEMA. All work to be performed must be within the existing footprint. Some works include mitigation measures and code compliance measures as recommended by FEMA in the respective scope of work for each building. Due to the structure's year of construction, it may be necessary lead or asbestos inventories, abatement specifications to define the hazardous materials SOW in relation to the scope of the damages to be repaired. The rehabilitation tasks consider surfaces treatment, roof waterproofing and replacements, openings, VCT floors and bases, air conditioner units and electrical repairs, among other repairs and replacements.

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

Jardín Botánico Sur
1187 Calle Flamboyán
San Juan PR
00926-1117
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Julio A. Collazo Rivera, Director

REQUEST FOR PROPOSAL FOR:

DESIGN AND SUPERVISION SERVICES FOR

Project Number: 09105-DRO-06-24-RUM

Project Title: RECONDITIONING AND REPAIRS OF THIRTY-TWO BUILDINGS AND STRUCTURES AT EEA LAJAS, EXPERIMENTAL FARM AND DAIRY FARM - UNIVERSITY OF PUERTO RICO, MAYAGÜEZ CAMPUS

RFP #DRO 25-010 / 09105

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

Project funded by:
FEMA AND CDBG-DR PROGRAM



Universidad
de Puerto Rico



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1. BACKGROUND AND PURPOSE

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

The UPR is working towards its recovery, which requires the issuance of this Request for Proposal (the "RFP") for Design and Supervision Services for the UPR Recovery Project: **09105-DRO-06-24-RUM- Reconditioning and Repairs of Thirty-Two Buildings and/or Structures at EEA Lajas - University of Puerto Rico, Mayagüez Campus**, ("The Project"). This Program is 90% funded by FEMA and 10% matching funds of CDBG-DR Non- Federal Match Program. The purpose of this RFP is to request and receive proposals from qualified **Architecture and Engineering firms for the assessment of building's scope of work alignment and the development of all design documents: Basis of Design, Design Phases, Specialized Studies, Specifications, Cost Estimates, Schedules, Execution Logistic Plan, Permits, assistance in bidding phase, development of Project Manual for Construction 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. Carlos Hiraldo, Field Operation Manager's
Disaster Recovery Office

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

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

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

Receipt registration must include the following information:

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

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	August 1, 2024.
Site Visit (Not compulsory): Location: Agricultural Research Station at Lajas: Principal Building. Coordinates: (18.03200, -67.07358) Be advised that interested proponents must register via email Be advised that interested proponents must register via email. Please provide the complete company name, representative's name and email.	August 21, 2024 Time: 10:00am
Deadline for Request for Information (RFI) by email	August 27, 2024, Time: on or before 4:30pm Atlantic Standard Time (AST)
Response for Request for Information by email	September 3, 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)	September 24, 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 one project worksheet (09105) that will impact 32 buildings and structures located at the Agricultural Research Station at Lajas, Experimental Farm and Cattel Farm, which support research and academic activities of the College of Agricultural Sciences of University of Puerto Rico at Mayagüez.

DI #	DI Name
155633	Vaquería de Lajas - Edificio 937 Edificio de Ordeño
195246	Granja de Lajas - Edificio 900 Ranchón de Codornices
260610	Vaquería de Lajas - Edificio 938 Edificio de Alimentación
260612	Vaquería de Lajas - Edificio 939 Hangar
261350	Granja de Lajas - Edificio 895 Pabellón de Clases
261386	Granja de Lajas - Edificio 887 Edificio Administrativo
261389	Granja de Lajas - Edificio 889 Ranchón de Aves
261390	Granja de Lajas - Edificio 891 Rancho de Conejos
261395	Granja de Lajas - Edificio 901 Ranchón de Cerdos A

261413	Granja de Lajas - Edificio 899 Macelo Grande
261679	Granja de Lajas - Edificio 888 Ranchón de Gallinas Ponedoras
261681	Granja de Lajas - Edificio 902 Ranchón de Cerdos B
261685	Granja de Lajas - Edificio 903 Ranchón de Cerdos C
262387	Granja de Lajas - Edificio 890 Ranchón de Pollos de Engorde
262390	Granja de Lajas - Edificio 892 Rancho de Incubación
262599	Granja de Lajas - Edificio 904 Ranchón de Cerdos D
263311	Administración - Edificio 501 Edificio Principal
263324	Administración - Edificio 504 Casa #2
263340	Administración - Edificio 515 Garaje Principal
263343	Administración - Edificio 521 Almacén de Plaguicidas
263345	Administración - Edificio 522 Taller de Mecánica
263350	Administración - Edificio 524 Proyecto de Arroz
263369	Granja de Lajas - Edificio 886 Molino de Alimento Grande
263388	Administración - Edificio 800 Invernadero de Arroz
263862	Administración - Edificio 700 Invernadero de Hortalizas
263866	Administración - Edificio 525 Almacén Principal
264168	Vaquería de Lajas - Edificio 946 B Becerrera
264276	Administración - 500-444 Site
264278	Granja de Lajas - 886-444 Site
264279	Vaquería de Lajas - 937-444 Site
264774	Granja de Lajas - Edificio 898 Laboratorio de Inseminación

In general terms, the scope of the project contemplates repair tasks to restore facilities to pre-disaster design, function, and capacity, including mitigation tasks as recommended by FEMA. All work to be performed must be within the existing footprint. Some works include mitigation measures and code compliance measures as recommended by FEMA in the respective scope of work for each building. Due to the structure's year of construction, it may be necessary lead or asbestos inventories, abatement specifications to define the hazardous materials SOW in relation to the scope of the damages to be repaired. The rehabilitation tasks consider surfaces treatment, roof waterproofing and replacements, openings, VCT floors and bases, air conditioner units and electrical repairs, among other repairs and replacements.

The awarded firm will provide oversight services and coordination for the execution of the project. Proponents will be working on the respective scope of work, as stated by FEMA and must explain in detail how they will be able to provide the required services and achieve the expected results, while in compliance with FEMA and PRDOH/CDBG-DR Non-Federal Match Program requirements. Review and verification through the site area of FEMA's Scope of Work (the "SOW") and the proposed strategy is required, as well as the development of a detailed SOW (based exclusively in the FEMA SOW of hurricane damages provided) with current industry construction costs for the repair, and in compliance with applicable actual codes and regulations.

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 one Project Worksheets. 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 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 constructable facility or system.
 - o *Improved Project or Scope of Work Alignment* shall follow all 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 F**)
 - o Validation of the strategy with the owner (UPR ORD & UPR Campus)
 - o Design (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 EEA Lajas to not cause adverse effects with the research, 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 RFQ. Qualified firms or individuals should have experience in historic restoration/rehabilitation design and engineering services (mechanical, civil, structural, electrical, roof waterproofing specialist, cost estimator, vertical communication (elevator) engineer, historic buildings consultant) that are necessary for the reconstruction of these facilities. The UPR's goal is to receive the highest level of quality that aligns with its needs at the lowest reasonable price from an experienced and qualified firm.

Please, for more information, **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), Record of Environmental Consideration (REC), Bipartisan Budget Act of 2018, Pub. L. No. 115-123, § 20601, 132 Stat. 64 (2018) approved work included in this document. The Campus Liaison will coordinate the visit as soon as possible.
- 5.2.3 The Project shall comply with FEMA's requirements for Category E – Permanent Work as stated in the Public Assistance Program and Policy Guide FP104-009-2/April 2018 and Puerto Rico's construction laws, regulations, and codes.
- 5.2.4 The Awarded Proponent is responsible for notifying the UPR's representative in case of any change that may affect the primary SOW.

- 5.2.5 As part of the design and supervision services to be provided, the Awarded Proponent will serve as a consultant in all matters related, constituting an advisory resource for the UPR in the plans, strategies, and actions referred and/or requested by the President or his authorized representative, COR3 or FEMA, and will be available to complete said requests and attend the meetings that the UPR deems necessary.
- 5.2.6 The Awarded Proponent will evaluate the 406 Hazard Mitigation proposed by FEMA and determine if it's viable or if there are better proposal measures to provide Hazard Mitigation to the facility. In case of a change, the awarded proponent, in coordination with the UPR's representative, will prepare a Hazard Mitigation proposal for submission to FEMA for its corresponding approval.
- 5.2.7 The Awarded Proponent will work as a representative of the UPR during the development of the Project. The personnel designated by the Awarded Proponent to oversee the project must be authorized and licensed to exercise the professions of engineering and/or architecture in Puerto Rico and must be a bona fide member of the Professional College of Engineers and Land Surveyors of Puerto Rico or the Architects and Landscape Architects Association of Puerto Rico with the corresponding membership fee payment up to date.
- 5.2.8 As part of the Basic Services the Awarded Proponent will have the responsibility related to the preparation, processing, and obtaining all the endorsements and permits required for the Project. This includes the responsibility of evaluating and determining the applicable permits to the Project and undertaking all necessary actions to ensure compliance with both state and federal agencies. These efforts will not constitute additional services but will be integral to the basic services provided. The costs associated with submitting the endorsements, engaging technical consultants, and/or acquiring permits from the relevant agencies will be included as part of the reimbursable expenses.

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

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

execution. The UPR could also request additional services to the Awarded Proponent per this section of the RFP.

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

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

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

6. COST PROPOSAL

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

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

7. REQUIRED DOCUMENTS FOR THE SUBMISSION OF THE PROPOSAL

General Instructions

The evaluation and selection of a proposal will be based on the information submitted as required in this RFP. Additional information may be required upon interviews, if conducted. 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 on or before the date established in this document and must reference this specific RFP (**RFP #DRO 25-010 / 09105**) in the subject line of the email. No telephone inquiries will be allowed. No further questions will be allowed after the established date. No questions will be accepted after the deadline provided in the above schedule, subject to any amendment to the same duly notified.

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

8. UPR RESPONSIBILITIES

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

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

9. COMPENSATION FOR DESIGN AND SUPERVISION SERVICES AND PAYMENT METHOD

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

For the performance of the DESIGN PHASE, **the Awarded Proponent** will prepare and deliver to the UPR the documents required for the phase within the time indicated in the basic itinerary agreed to between the parties. The design and bidding itinerary

are based on a total of calendar days, beginning on the date of the written Notice to Proceed, and will be interrupted by the evaluation processes carried out by the UPR between each of the phases. Payments will be made after the UPR receives and approves in writing the documents required in the Design Phase, as indicated in the contract, based on 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 designer(s). The Proponent is encouraged to provide up to two (2) references for identified subcontractors. (up to 5 points)
- If the Proponent has previous contracts with the UPR the performance directly related to those services will be considered as 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.**
 - 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
Experience and strategy in providing the services	20
Team qualifications	25
Proponent references	5
Cost Proposal	30
Cost Proposal % Fee for additional SOW	5
Total	85
Section 3 Business concerns and MWBE	5
Total	90

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 upprecovery.rfp@upr.edu.

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

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

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

14. BLACKOUT PERIOD

14.1. Definition of Blackout Period

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

design, development, implementation, procurement management, development of specifications, and evaluation of proposals for a particular procurement.

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

In the event a prospective Contractor may also be a current UPR contractor, UPR employees and the prospective Proponent may contact each other with respect to their existing contract and duties only. Under no circumstances 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

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 #25-010 / 09105

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 #25-010 / 09105

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 #25-010 / 09105** procurement process ("Procurement Process"). In such regard, I hereby certify that:

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

Initials _____

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

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

Signature of Proposer's Authorized Representative

Date

Printed Name of Proposer's Authorized Representative



**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 #25-010 / 09105**

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 #25-010 / 09105

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 th Street S.W Washington, DC 20410
--	--	--

20. APPENDIX D

COST PROPOSAL

COST PROPOSAL

RE: RECONDITIONING AND REPAIRS OF THIRTY TWO BUILDINGS AND STRUCTURES AT EEA LAJAS, EXPERIMENTAL FARM AND DAIRY FARM - UNIVERSITY OF PUERTO RICO, MAYAGÜEZ CAMPUS

RFP #DRO 25-010/ 09105

***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. The design time is concurrent for both PW's

COST PROPOSAL		
Group PW #09105 – Project 91393 EEA Lajas DI 264276 - 500-444 Site, DI 263311 - Edificio Principal, DI 263324 - Casa #2, DI 264786 - Huerto Orgánico de Producción de Semillas, DI 263340 – Garaje Principal, DI 263343 – Almacén de Plaguicidas, DI 263345 – Taller de Mecánica, DI 263350 – Proyecto de Arroz, DI 263866 – Almacén Principal, DI 263862 – Invernadero de Hortalizas, DI 263388 – Invernadero de Arroz		
Granja Experimental Lajas DI 264278 – 886-444 Site, DI 263369 – Molino de Alimento Grande, DI 261386- Edificio Administrativo, DI 261679 – Ranchón de Gallinas Ponedoras, DI 261389 – Ranchón de Aves, DI 262387 – Ranchón de Pollos de Engorde, DI 261390 – Rancho de Conejos, DI 262390 – Rancho de Incubación, DI 261350 – Pabellón de Clases, DI 264774 – Laboratorio de inseminación, DI 261413 – Macelo Grande, DI 195246 – Ranchón de Codornices, DI 261395 – Ranchón de Cerdos A, DI 261681 – Ranchón de Cerdos B, DI 261685 – Ranchón de Cerdos C, DI 262599 – Ranchón de Cerdos D		
Vaquería de Lajas DI 264279 – 937-444 Site, DI 155633 -Edificio de Ordeño, DI 260610 - Edificio de Alimentación, DI 260612 – Hangar, DI 264168 – Becerrera		
Estimated Construction Cost for the proposed development: \$_____ (required)		
Professional design and supervision fees have been computed based on the estimated construction cost mention above:		
PHASE	TIME	FEE
Basic Services:		
Development of Scope Improve/ Alignment Package (Validates the damages, cost estimate, development of the scope alignment and/or improved project strategy for submission to FEMA/COR3.)	____ days	\$

Preliminary design	___ days	\$
Construction Documents	___ days	\$
Bidding and Negotiation	N/A	\$
Design Subtotal:	N/A	\$
Supervision:	___ months x \$___ monthly	\$
Basic Services TOTAL*:		\$
_____ (\$_____)		
Total GROUP: #09105 (Basic services total). Write the total amount in words and numbers.		
Additional SOW Fee % _____ (Design subtotal + Supervision) / Estimated Cost		

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

Reimbursable Expenses:

The University of Puerto Rico establishes an amount of **\$20,000.00 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.

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
Topographic and land survey
Geotechnical survey

The UPR establishes an amount of **\$50,000.00** for **Additional Services**. The UPR reserves the right to adjust the Additional Services. Please refer to Section 5.1.8 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 table above and/or hours-based rate described below.

Fees for Professional Services	
	Fee per hour

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

Addendum No. 1– Description: _____

Date _____

Addendum No. 2– Description: _____

Date _____

Addendum No. 3– Description: _____

Date _____

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

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

Initials _____

Dated: _____ day of _____ 20____.

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

Seal (if Bidder is a Corporation)

21. APPENDIX E
RESPONSE CHECKLIST

Response Checklist

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

- Registered for participation for this RFP at upprecovery.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 Mayaguez Project Worksheet: 09105: Damage Inventories (DI):
Group PW #09105 – Project 91393

EEA Lajas (Agricultural Research Station)

1. DI 264276 - 500-444 Site
2. DI 263311 - Edificio Principal
3. DI 263324 - Casa #2
4. DI 264786 - Huerto Orgánico de Producción de Semillas
5. DI 263340 – Garaje Principal
6. DI 263343 – Almacén de Plaguicidas
7. DI 263345 – Taller de Mecánica
8. DI 263350 – Proyecto de Arroz
9. DI 263866 – Almacén Principal
10. DI 263862 – Invernadero de Hortalizas
11. DI 263388 – Invernadero de Arroz

Granja Experimental Lajas (Experimental Farm)

12. DI 264278 – 886-444 Site
13. DI 263369 – Molino de Alimento Grande
14. DI 261386- Edificio Administrativo
15. DI 261679 – Ranchón de Gallinas Ponedoras
16. DI 261389 – Ranchón de Aves
17. DI 262387 – Ranchón de Pollos de Engorde
18. DI 261390 – Rancho de Conejos
19. DI 262390 – Rancho de Incubación
20. DI 261350 – Pabellón de Clases
21. DI 264774 – Laboratorio de inseminación
22. DI 261413 – Macelo Grande
23. DI 195246 – Ranchón de Codornices
24. DI 261395 – Ranchón de Cerdos A
25. DI 261681 – Ranchón de Cerdos B
26. DI 261685 – Ranchón de Cerdos C
27. DI 262599 – Ranchón de Cerdos D

Vaquería de Lajas (Dairy Farm)

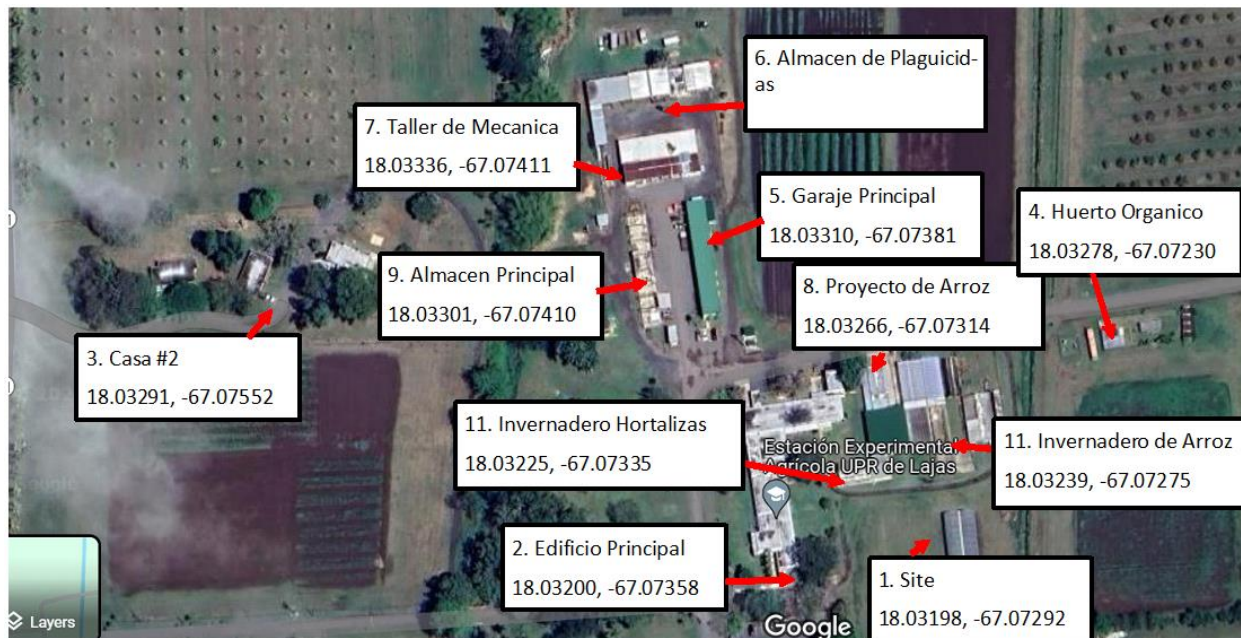
28. DI 264279 – 937-444 Site
29. DI 155633 -Edificio de Ordeño
30. DI 260610 - Edificio de Alimentación
31. DI 260612 – Hangar
32. DI 264168 – Becerrera

LOCATION PLAN, PROJECT DESCRIPTIONS AND SCOPES:

Location Plan and architectural context

Of the 32 buildings and structures included in this PW: eleven (11) are located at the Agricultural Research Station, sixteen (16) are located at Experimental Farm and five (5) are located at the Dairy Farm. The three sites are adjacent to each other at Barrio Palmarejo, Lajas, PR. These sites are dedicated to teaching and formal research activities performed through the College of Agricultural Sciences of the University of Puerto Rico at Mayagüez. The facilities are mainly used as research and teaching laboratories. Besides, there are facilities for support activities such as warehousing and maintenance.

PW 09105 Location map EEA Lajas



PW 09105 Location map Granja Lajas



PW 09105 Location map Vaquería Lajas



In general terms, the scope of the project contemplates repair tasks to restore facilities to pre-disaster condition. The rehabilitation tasks consider surfaces treatment, roof waterproofing and replacement, openings, replacement of ceiling, VCT floors and bases air conditioner units, and electric repairs, among other repairs and replacements.

I. Structures Description

EEA Lajas (Agricultural Research Station)

1. DI 264276 - 500-444 Site

Coordinates	Footprint	Stories	SF	Const YR
18.03198, -67.07292	N/A	N/A	N/A	1946

The Station was founded in 1946 (78 years old) for the purpose of education, research and development of agriculture. It is located on the flat dry planes of the fertile Lajas Valley and consists of three separate compounds; Main Administration, La Granja y La Vaqueria (animal research). This DDD focus on the main administrative area where the main administrative buildings and living quarter houses (designed by famed architect Henry Klumb) are located. The main administration compound consists of a reinforced concrete office building and houses surrounded by concrete and metal zinc roof garages for machinery and light structure greenhouses. Most of the site are large open planting areas and all of the facility was in operation at the time of the event.



2. DI 263311 - Edificio Principal

Coordinates	Footprint	Stories	SF	Const YR
18.03200, -67.07358	12500	1	12500	1946

The Edificio Principal building is a 12,500 SF, 1 story office building that was constructed built circa 1946 (78 years old). The building is a cast-in-place reinforced concrete building with a reinforced concrete roof. The exterior is generally concrete with plaster, glass windows or glass windows with aluminum jalousie protection system. The foundation is 6 IN reinforced concrete floor slab at grade. Interior finishes generally consist of suspended acoustic ceiling tiles or painted concrete ceilings, concrete walls and ceramic, terrazzo or vinyl composition tile flooring.



3. DI 263324 - Casa #2

Coordinates	Footprint	Stories	SF	Const YR
18.03291, -67.07552	2000	1	2000	1946

The Casa #2 building is a 2,000 SF, 1 story single family house that was built in 1946 (78 years old). The building is a site cast reinforced concrete farm building with a reinforced concrete roof. The exterior is generally concrete with plaster, aluminum jalousie and glass windows. The foundation is a 6 IN reinforced concrete floor slab on grade. The interior is made up of painted concrete ceilings, concrete walls and ceramic, VCT, and terrazzo tile floor.



4. DI 264786 - Huerto Orgánico de Producción de Semillas

Coordinates	Footprint	Stories	SF	Const YR
18.03278, -67.07230	100	1	100	1961

The Huerto Orgánico de Producción de Semillas building is a 100 SF, 1 story storage building that was built in 1961 (63 years old). The building is a site cast reinforced concrete building with a reinforced concrete roof, which over hangs two feet on the west and east side and three feet on the north and south side. There are two small, corrugated plastic sheet canopies attached to the building. The exterior is generally concrete with plaster with aluminum jalousie windows. The foundation is a 6 IN reinforced concrete floor slab on grade. The interior is made up of painted concrete ceilings, walls, and floor.



5. DI 263340 – Garaje Principal

Coordinates	Footprint	Stories	SF	Const YR
18.03310, -67.07381	3952	1	3952	1960

The Garage Principal building is a 3,952 SF, 1 story garage building that was built circa 1960 (64 years old). The building is a prefabricated metal frame building with a ribbed metal roof system over CMU and concrete floor slab on grade. Interior finishes consist of an open frame ceiling, concrete and standing seam metal panels walls, and concrete sealed floor. The building has nine 12 FT x12 FT open bay doors. The building is used as utility or storage of vehicles and equipment.



6. DI 263343 – Almacén de Plaguicidas

Coordinates	Footprint	Stories	SF	Const YR
18.03362, -67.07401	7004	1	7004	1970

The Almacén de Plaguicidas building is a 7,004 SF, 1 story farm building that was built circa 1970 (54 years old). The building is an L-shaped set of structures used for storage of pesticides and related crop-dusting machinery. It is composed of one reinforced concrete enclosed building with concrete floor and roof and aluminum door and windows. There are two reinforced post and beam open structures with metal roofs. There is one all metal open structure and one steel column with metal roof open structure.



7. DI 263345 – Taller de Mecánica

Coordinates	Footprint	Stories	SF	Const YR
18.03336, -67.07411	5916	1	5916	1946

Taller de Mecánica building is a 5,916 SF, 1 story garage shop building that was built circa 1946 (78 years he Told). The building is a steel framed, standing seam steel panel sided building with a 14-gauge steel framed, standing seam steel panel roof. The interior includes painted sheet metal walls with an unfinished reinforced concrete floor slab on grade.



8. DI 263350 – Proyecto de Arroz

Coordinates	Footprint	Stories	SF	Const YR
18.03266, -67.07314	3178	1	3178	1962

The Proyecto de Arroz building is a 3,178SF, 1 story farm building that was built circa 1962 (61 years old). The building is a site cast, reinforced concrete building with reinforced concrete slab floor, and walls which consist of eight foot plus, knee high and hip walls, all reinforced around the entire perimeter. The interior includes reinforced concrete bearing walls with a reinforced concrete floor slab on grade. The building's roof consists of a four- tiered wood framed system topped with corrugated galvanized metal sheeting over wood framing consisting of 4 IN x 12 IN joists 4 IN x 8 IN, purlins and 4 IN x 8 IN strong backs. Interior finishes generally consist of painted plywood on ceilings, surface mounted fluorescent fixtures, painted concrete on walls, ceramic wall and floor tile.



9. DI 263866 – Almacén Principal

Coordinates	Footprint	Stories	SF	Const YR
18.03301, -67.07410	4000	1	4000	1960

The Almacén Principal building is a 4,000 SF, 1 story farm building that was built circa 1960 (64 years old). The unit serves as a storage facility and is a prefabricated metal frame building with a standing seam metal roof system and a corrugated metal wall panel system. In addition to the above, the enclosure includes aluminum jalousie windows and glass picture windows. A slab on grade concrete slab serves as the base to support the interior partitions walls which are CMU with concrete columns and bond beams. There is also a wood frame with wire cloth partition that segregates other parts of the building. The interior finishes are metal standing seam panels, plaster and paint.



10. DI 263862 – Invernadero de Hortalizas

Coordinates	Footprint	Stories	SF	Const YR
18.03225, -67.07335	1800	1	1800	1973

The greenhouse structure has 3 FT high site-cast reinforced concrete walls on the north, west, and south elevations and has a concrete slab on the grade floor. The superstructure consists of 2 IN welded wire mesh side walls and tinted 6-mil polyethylene sheet supported by wood and metal framing. The structure was built in 1973 (46 years old). The roof was destroyed during the event.



11. DI 263388 – Invernadero de Arroz

Coordinates	Footprint	Stories	SF	Const YR
18.03239, -67.07275	2305	1	2305	1972

The Invernadero de Arroz building is a 2,305 SF, 1 story farm building that was built circa 1972 (51 years old). The farm building is a site cast, reinforced concrete wall 4 FT high on two sides with metal poles supporting a wood rafter system with a portion of the roof covered in metal panels. Most of the roof is covered in corrugated polycarbonate. The interior includes a reinforced concrete floor slab on grade. Interior finishes generally consist of suspended open air above the perimeter wall and unfinished concrete flooring. Attached is a (6 FT x 9 FT) concrete block, reinforced storage shed with a sloped metal panel roof.



Granja Experimental Lajas (Experimental Farm)

12. DI 264278 – 886-444 Site

Coordinates	Footprint	Stories	SF	Const YR
18.03919, -67.06824	N/A	N/A	N/A	1946

The Station was founded for the purpose of education, research and development of agriculture. It is located on the flat dry planes of the fertile Lajas Valley and consists of three separate compounds: Main Administration, La Granja and La Vaquería. This DDD focus on La Granja, which is used for animal research and consists of reinforced concrete buildings for the food grain processor and the slaughterhouse surrounded by corrugated sheet metal roof open and closed sheds used for animal cages and living quarters.



13. DI 263369 – Molino de Alimento Grande

Coordinates	Footprint	Stories	SF	Const YR
18.03836, -67.06805	2003	1	2003	1950

The Molino de Alimento Grande building is a 2003 SF, 1 story farm building with an office used for processing and storing grain that was built in 1950 (74 years old). The building is a cast- in-place reinforced concrete building. The roof is a single-ply reflective roofing membrane. The interior includes reinforced concrete bearing walls on a reinforced concrete floor slab on grade. Interior finishes generally consist of plaster ceiling, painted plaster or drywall, sealed concrete floors, and concrete floors. There are several corrugated and sheet metal steel, feed silos surrounding the building and on top of the roof.



14. DI 261386- Edificio Administrativo

Coordinates	Footprint	Stories	SF	Const YR
18.03878, -67.06824	1800	1	1800	1950

The Edificio Administrativo farm building is a 1,800 SF, 1 story office building that was built circa 1950 (74 years old). The building is a cast-in-place reinforced concrete building with exterior concrete block and plywood walls. The roof is made up of galvanized corrugated metal sheets located over a timber frame. The interior includes reinforced CMU block wall and reinforced concrete floor slab on grade. Interior finishes generally consist of plywood ceilings, painted plywood and timber walls with concrete and terrazzo tile floors.



15. DI 261679 – Ranchón de Gallinas Ponedoras

Coordinates	Footprint	Stories	SF	Const YR
18.03876, -67.06789	4400	2	8800	2003

The Ranchón de Gallinas Ponedoras building is a 4,400 SF, 2 story farm building used as a hen house that was built in 2003 (21 years old). The building is a steel framed building with a 4,400 SF ribbed sheet metal roof with a baked enamel finish with a two-foot overhang on the long sides. The building has open sides except for one end with exhaust ventilation fans attached to the wall covered by exterior sheet metal and lined internally with unpainted particle board. The second-floor interior consists of an end and side walls with laterally run 3 feet tall, ribbed sheet metal between the floor separation and has cable strung 8 FT PVC knitted wall sunscreen over the open areas. The ceiling is a PVC knitted hanging ceiling and the floor is epoxy coated wood. The lower floor has cable strung 8 FT PVC knitted wall sunscreen and a reinforced concrete slab on grade.



16. DI 261389 – Ranchón de Aves

Coordinates	Footprint	Stories	SF	Const YR
18.03891, -67.06795	4400	1	4400	2003

The Ranchón de Aves building is a 4,400 SF, 1 story farm building that was built in 2003 (21 years old). The structure is a steel framed building with ribbed sheet metal roof with a baked enamel finish with two-foot overhangs on the long sides. The interior consists of stacked, laterally run, 3-foot-tall, ribbed sheet metal, wooden planks and 1 inch chicken wire fencing on the walls. The ceiling is made up of exposed corrugated metal roofing, covered in 3 IN PCV liner panels and houses the food and irrigation systems used for the birds. The floor is a reinforced concrete slab on grade.



17. DI 262387 – Ranchón de Pollos de Engorde

Coordinates	Footprint	Stories	SF	Const YR
18.03929, -67.06808	2250	1	2250	1950

The Ranchón de Pollos de Engorde building is a 2,250 SF, 1 story farm building that was built in 1950 (74 years old). The building is a wood frame structure with a corrugated metal roof system with 18 IN overhangs. Exterior walls are composed of 3 FT ribbed metal panels and 4-FT tarp roll up systems on the north and south sides, and 4 FT x 8 FT plywood siding on the east and west sides. Interior includes galvanized ribbed metal panels and roll up system and reinforced concrete floor slab 2 FT above grade with drainage. Interior finishes generally consist of open truss ceiling and galvanized corrugated panel wall and sealed concrete floor.



18. DI 261390 – Rancho de Conejos

Coordinates	Footprint	Stories	SF	Const YR
18.03950, -67.06814	2200	1	2200	1950

The Rancho de Conejos building is a 2,200 SF, 1 story farm building that was built in 1950 (74 years old). The building has a CMU structure with concrete columns along with a concrete floor slab. The roof is a wood frame system with corrugated metal panels. The rest of the enclosure is a combination of wire mesh, low CMU walls and galvanized corrugated panels around the perimeter of the building. Facility doors are hollow metal steel. The interior includes wood frames with wire mesh. The building finishes are plastered and painted CMU walls.



19. DI 262390 – Rancho de Incubación

Coordinates	Footprint	Stories	SF	Const YR
18.03963, -67.06801	1000	1	1000	1980
<p>The Rancho de Incubación building is a 1,000 SF, 1 story farm building that was built in 1980 (44 years old). The building consists of reinforced concrete cast in place slab on grade and walls. Within this area is an outdoor covered entry area, (8 FT x 8 FT). The roof consists of galvanized raised seam metal roofing over wood trusses, purlins and strong backs. Interior finishes generally consist of suspended acoustic ceilings recessed and surface mounted fluorescent fixtures, painted drywall ceilings, and walls, concrete walls and floors</p>				



20. DI 261350 – Pabellón de Clases

Coordinates	Footprint	Stories	SF	Const YR
18.03954, -67.06845	1400	1	1400	1950
<p>The Pabellón de Clases building is a 1,400 SF, 1 story open air classroom building that was built in 1950 (74 years old). The building is a cast-in-place reinforced concrete building with concrete columns supporting the roof. The roof is corrugated metal. The interior includes concrete bleacher style seating with a concrete floor at grade.</p>				



21. DI 264774 – Laboratorio de inseminación

Coordinates	Footprint	Stories	SF	Const YR
18.03944, -67.06858	1152	1	1152	1950

The Laboratorio de Inseminación building is a 1,152 SF, 1 story laboratory building that was built in 1950 (74 years old). This is a site cast reinforced concrete building with a corrugated zinc metal roof over 8 IN galvanized steel channels, which over hangs two feet on the west and east side and three feet on the north and south side. There are two small, galvanized tubing awnings attached to the building. The exterior is generally concrete with plaster, aluminum jalousie windows. The foundation is a 6 IN reinforced concrete floor slab on grade. The interior is made up of painted concrete ceilings, walls, and floor.



22. DI 261413 – Macelo Grande

Coordinates	Footprint	Stories	SF	Const YR
18.03922, -67.06857	2501	1	2501	1980

The Macelo Grande building is a 2,501 SF, 1 story farm slaughterhouse that was built in 1980 (44 years old). The slaughterhouse is a cast-in-place reinforced concrete building with a reinforced concrete roof system. The interior includes reinforced concrete bearing walls with a reinforced concrete floor slab on grade. Interior finishes generally consist of suspended acoustic tiles and painted concrete ceilings, concrete or plaster walls, and ceramic tile throughout the building except for sealed concrete flooring with drainage system in the slaughtering area. This building has offices, restrooms, storage, and slaughtering work area.



23. DI 195246 – Ranchón de Codornices

Coordinates	Footprint	Stories	SF	Const YR
18.03902, -67.06873	982	1	982	1980

The Ranchón de Codornices building is a 982 SF, 1 story farm building that was built in 1980 (44 years old). The building is a site cast- reinforced concrete columns infilled with plastered, 8 IN CMU, and slab on grade and galvanized corrugated sheet metal over 2 FT x 8 FT wood trusses at 48 IN OC. Interior finishes generally consist of plastered painted walls and sealed concrete floors.



24. DI 261395 – Ranchón de Cerdos A

Coordinates	Footprint	Stories	SF	Const YR
18.03891, -67.06860	3648	1	3648	1950

The Ranchón de Cerdos A building is a 3,648 SF, 1 story farm pig shed building that was built in 1950 (74 years old). The building is constructed of concrete and wood framing. The roof consists of wood joists and trusses with corrugated metal panels, including 1.5-foot overhang of the main roof. The interior includes 8 X 8-foot stalls supported with 12 X 12-inch concrete columns, two-foot-high concrete retaining walls with a four-foot chain-linked fence on top, water and feeding systems, and concrete floors with drainage. There is also an eight-foot-wide walkway dividing the right and left sides of the shed. The roof of the walkway is mainly open, but there is a 600 square foot section in the center, which is roofed with wood trusses and corrugated metal panels. This shed is protected with a security gate with lock.



25. DI 261681 – Ranchón de Cerdos B

Coordinates	Footprint	Stories	SF	Const YR
18.03879, -67.06857	2240	1	2240	1950

The Ranchón de Cerdos B building is a 2,240 SF, 1 story farm pig pen building that was built in 1950 (74 years old). The building is built in two sections spanned by a 192 SF center roof span. The sections have reinforced concrete columns; wood trussed roofed building and corrugated sheet metal roofs with a two-foot overhang for each section and concrete slab on grade. The building is walled with 4-foot partitions of either 9-gauge galvanized chain link fence or steel pipe constructed gates. This facility was in operation at the time of the event.



26. DI 261685 – Ranchón de Cerdos C

Coordinates	Footprint	Stories	SF	Const YR
18.03863, -67.06852	2520	1	2520	1950

The Ranchón de Cerdos C building is a 2,187 SF, 1 story farm pig pen type building that was built in 1950 (74 years old). The building is a site of a cast reinforced concrete structure with a concrete foundation and 2 foot retaining wall on the north and south sides of the building and a 4-foot wall on the east side. The roof is corrugated metal with an 18 IN overhang for a total roof of 2,520 SF. Exterior surfaces include reinforced concrete walls and columns and galvanized metal (2 IN x 2 IN) knitted wire mesh. Interior finishes include wood purlins, galvanized metal support columns and concrete flooring.



27. DI 262599 – Ranchón de Cerdos D

Coordinates	Footprint	Stories	SF	Const YR
18.03854, -67.06839	3600	1	3600	1950

The EEA Lajas - Granja de Lajas - Ranchón de Cerdos D building is a 3,600 SF, 1 story farm building (pig pen) that was constructed in 1950 (69 years old). The building is a site cast reinforced concrete columns infilled with plastered 8 IN CMU and slab on grade, with galvanized corrugated sheet metal over 2IN x 8IN wood trusses at 48 IN OC. Interior finishes generally consist of plastered painted walls and sealed concrete floors



Vaquería de Lajas (Dairy Farm)

28. DI 264279 – 937-444 Site

Coordinates	Footprint	Stories	SF	Const YR
18.02337, -67.07584	N/A	N/A	N/A	1946

The Station was founded for the purpose of education, research and development of agriculture. It is located on the flat dry planes of the fertile Lajas Valley and consists of three separate compounds: Main Administration, La Granja and La Vaquería. This DDD focus on La Vaqueria, which is used for animal research and consists mainly of corrugated sheet metal roof open and closed sheds used for animal cages and living quarters



29. DI 155633 -Edificio de Ordeño

Coordinates	Footprint	Stories	SF	Const YR
18.02419, -67.07587	5740	1	5740	2007

The Edificio de Ordeño building is a 5,740 SF, 1 story farm building (milking station) that was built in 2007 (17 years old). The building is an open-air rectangular structure with a reinforced concrete foundation and metal support columns. The roof is ribbed metal over "C" channel purlins. Interior finishes generally consist of suspended fluorescent lights, open flooring and movable partition walls to distinguish office space. There is a canopy on the north side of the building with a corrugate metal roof (212 SF).



30. DI 260610 - Edificio de Alimentación

Coordinates	Footprint	Stories	SF	Const YR
18.02407, -67.07546	8215	1	8215	2007

The Edificio de Alimentación building is a 8,215 SF, 1 story farm building (Dairy feeding area) that was constructed in 2007 (17 years old). The building is an open-air rectangular structure with a reinforced concrete foundation and metal support structure. The roof is ribbed metal (8,215 SF) with a 2-foot gap that runs along the peak of the roof. Interior finishes generally consist of suspended fluorescent lights, Dairy feeding stalls and open flooring. There is a canopy on the west side of the building with a corrugate metal roof (1,390 SF).



31. DI 260612 – Hangar

Coordinates	Footprint	Stories	SF	Const YR
18.02427, -67.07561	4440	1	4440	2012

The Hangar building is a 4,400 SF, 1 story farm storage building that was constructed in 2012 (12 years old). The building is a Quonset Hut (44 FT x 100 FT) structure sitting on bare ground. The entire building is made up of corrugated galvanized steel. Interior finishes generally consist of corrugated galvanized steel, roof vents and a dirt floor.



32. DI 264168 – Becerrera

Coordinates	Footprint	Stories	SF	Const YR
18.02346, -67.07533	7000	1	7000	1970
The EEA Lajas - Vaquería de Lajas - Becerrera building is a 7,000 SF, 1 story farm building (Dairy feed and nursery) that was constructed circa 1970 (49 years old). The building consists of three (3) attached structures, two of them constructed of reinforced concrete walls, to 4 FT above finish floor, and slab on grade with roof structures consisting of 5,100 SF of ribbed sheet metal panels on steel channel purlins or 1 IN x 2 IN steel rafters. A third structure consists of a slab on grade and a steel tube grid structure that supports a nylon mesh tarp. Exterior and interior finishes are painted concrete.				



a. SCOPE OF WORK- FEMA

The project considers one project worksheet (09105) that will impact thirty-two buildings and structures located at the Agricultural Research Station, Experimental Farm and Dairy Farm at Lajas. In general terms, the scope of the project contemplates repair tasks to restore facilities to pre-disaster condition. The rehabilitation tasks consider the repairs and replacement detailed in the following tables.

PW 09105: Detailed FEMA scope of work

EEA Lajas (Agricultural Research Station)

1. DI 264276 - 500-444 Site
 - a. Original Scope

Public Assistance	QTY	UNITS
{00-001 } Site Area:		
A. Remove and replace with in kind chain link fence, 6 FT high with barbed wire, 3 strands, 4,000 LF long.	4000	LF
B. Remove and replace with in kind 1 gate, chain link fence (5 FT x 6 FT).	1	EA
Hazard Mitigation	QTY	UNITS

The mitigation to be performed includes:		
A. Strengthen chain-link fence (6 FT high), 4,000 LF.	4000	LF
B. {00-001} Greenhouse Area: Improve exterior panel Fastening pattern, 3,000 SF.	3000	SF

2. DI 263311 - Edificio Principal
 - a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General:		
A. Prepare and paint with in kind 2,000 SF of building exterior painted surfaces.	2000	SF
{00-002} Roofing System:		
C. Remove and replace with in kind 12,500 SF of "Danosa" bitumen membrane with aluminized finish system, single ply over concrete.	12500	SF
{00-003} General:		
D. Prepare and paint with in kind 4,500 SF of building interior painted surfaces.	4500	SF
{01-009} First Floor Room Storage (3 FT x 6 FT):		
E. Remove and replace with in kind 4 SF of ceiling, 1/4 IN thick plaster.	4	SF
Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes:		
A. Waterproof sealer for exterior concrete masonry units (CMU), includes primer and two coats, 9,840 SF.	9840	SF
B. Insulating roof fill, perlite/vermiculite, 1:6 ready mix, 2" thick, 12,500 SF.	12500	SF
C. SBS modified bituminous membrane, heavyweight base sheet, 87 to 120 mil thick, 12,500 SF.	12500	SF
D. Termination Bar, 820 LF.	820	LF

3. DI 263324 - Casa #2
 - a. Original Scope

Public Assistance	QTY	UNITS
{00-002} Roofing System:		
C. Remove and replace with in kind 2,000 SF of roof, with membrane system	2000	SF
Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes:		
A. Waterproof sealer for exterior concrete masonry units (CMU), 1,840 SF.	1840	SF
B. Insulating roof fill, perlite/vermiculite, 2,000 SF.	2000	SF

4. DI 263340 – Garaje Principal
 - a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General: SEE BBA Scope		

Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes:		
A. Exterior Metal Panel Fastening, 1,032 SF.	1032	SF
B. Waterproof sealer for exterior concrete masonry units (CMU), 1,000 SF.	1000	SF
C. Exterior Metal Panel Fastening, 3,952 SF.	3952	SF
BBA	QTY	UNITS
BBA Work required: Install four (4) ceiling mounted occupancy sensors one per each 600 SF of room area - damaged lighting is functional dependent on sensor to meet code requirement. Depending on the room sizes, several occupancy sensors will be necessary to operate lighting fixture system. The sensor shall be positioned in the ceiling, room area for best functionality. New conduit and corresponding wiring will be necessary for sensor installation. Consider conduit installation to nearest lighting system junction box and wiring of sensor to existing circuit. Considering a minimum of 20ft of EMT conduit and 60ft of existing gauge electrical copper wire (minimum allowable: THWN #12 stranded copper wire). If the corresponding circuit wiring is not accessible, consider conduit and corresponding wiring to the nearest lighting panel board.	4	EA

5. DI 263343 – Almacén de Plaguicidas
a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General (36 FT x 164 FT) + (20 FT x 55 FT):		
A. Prepare and paint with in kind 160 SF of building exterior painted surfaces.	160	SF
B. Remove and replace with in kind 1 window, aluminum jalousies, 30 IN x 60 IN.	1	EA
Hazard Mitigation	QTY	UNITS
1. Waterproof Coating for Walls: {00-001}		
This mitigation measure is intended to reduce moisture through masonry walls, preventing similar damages to the exterior paint and interior water damages.		
"Power wash, Seal, and Prime Exterior Masonry Walls. The sealer will prevent humidity (within the masonry wall) from forcing a separation of the coating from the wall. The primer needs to be chosen to ensure that it works with both sealant and paint 160S.F. in Total.	160	SF
2. Surge Protector:		
Install surge protector devices to protect equipment from voltage surges. 240/120v split phase (Medium) 2 EA. Electric Extractors, wall mounted 16 IN DIA	2	EA
3. Metal Panel and Roof Additional Fastening : {00-002} (36 FT x 164 FT) + (20 FT x 55 FT)		
Improve exterior metal panel fastening pattern in order to better secure the exterior panels and mitigate damages to the building envelope itself and subsequent water infiltration damage. Reinforce the spaces along the edges of the new roof panels with an		

extra set of Teck screws with rubber washer every six inches. Roof area 50 SF but include all the roof, (36 FT x 164 FT) + (20 FT x 55) as improve.		
BBA	QTY	UNITS
BBA Work required: Install twelve (12) ceiling mounted occupancy sensors one (1) per each 600 SF of room area - damaged lighting is functional dependent on sensor to meet code requirement. Depending on the room sizes, several occupancy sensors will be necessary to operate lighting fixture system. The sensor shall be positioned in the ceiling, room area for best functionality. New conduit and corresponding wiring will be necessary for sensor installation. Consider conduit installation to nearest lighting system junction box and wiring of sensor to existing circuit. Considering a minimum of 20ft of EMT conduit and 60ft of existing gauge electrical copper wire (minimum allowable: THWN #12 stranded copper wire). If the corresponding circuit wiring is not accessible, consider conduit and corresponding wiring to the nearest lighting panel board.	12	EA

6. DI 263345 – Taller de Mecánica
 a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General (58 FT x 102 FT):		
A. Prepare and paint with in kind 800 SF of building exterior painted surfaces.	800	SF
{00-002} General:		
B. Prepare and paint with in kind 300 SF of building interior painted surfaces.	300	SF
Hazard Mitigation	QTY	UNITS
1. Waterproof Coating for Walls: {00-001}		
This mitigation measure is intended to reduce moisture through masonry walls, preventing similar damages to the exterior paint and interior water damages.		
"Power wash, Seal, and Prime Exterior Masonry Walls. The sealer will prevent humidity (within the masonry wall) from forcing a separation of the coating from the wall. The primer needs to be chosen to ensure that it works with both sealant and paint 800 S.F. in Total.	800	SF

- b. Improve Project
 Replace building with a new one or Hangar of about 100'x 50'

7. DI 263350 – Proyecto de Arroz
 a. Original Scope

Public Assistance	QTY	UNITS
Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes:		
A. Exterior Metal Panel Fastening, Roof area 120 SF but include all the roof (40 FT x 63 FT) + (18 FT x 28 FT) + (11 FT x 14 FT) as improve.	120	SF
BBA	QTY	UNITS

<p>BBA Work required: Install six (6) ceiling mounted occupancy sensors one (1) per each 600 SF of room area - damaged lighting is functional dependent on sensor to meet code requirement. Depending on the room sizes, several occupancy sensors will be necessary to operate lighting fixture system. The sensor shall be positioned in the ceiling, room area for best functionality. New conduit and corresponding wiring will be necessary for sensor installation. Consider conduit installation to nearest lighting system junction box and wiring of sensor to existing circuit. Considering a minimum of 20ft of EMT conduit and 60ft of existing gauge electrical copper wire (minimum allowable: THWN #12 stranded copper wire). If the corresponding circuit wiring is not accessible, consider conduit and corresponding wiring to the nearest lighting panel board.</p>	6	EA
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- 8. DI 263866 – Almacén Principal
 - a. Original scope

Public Assistance	QTY	UNITS
{00-002} Roofing System (25 FT x 160 FT):		
A. Remove and replace with in kind 4,400 SF of roof, ribbed metal (similar to standing seam).	4400	SF
{00-003} General:		
B. Remove and replace with in kind 400 SF of wire fencing, hardware cloth, galvanized.	400	SF
{00-003} Roofing System:		
C. Remove and replace with in kind hot rolled channel, 4 IN x 4 IN , 16 GA, 72 LF long. wetted	1	EA
D. Remove and replace with in kind steel angle, 1-1/2 IN x 1-1/2 IN, 96 LF long.	1	EA
{01-004} Electrical:		
E. Remove and replace with in kind electrical cable, #12 THWN, three strands, including MT and hangers, 48 LF long.	1	EA
Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes:		
A. Exterior Metal Panel Fastening, 4,400 SF.	4400	SF

- b. Improve Project

- a. Replace existing Bathroom and storage rooms with two full bathrooms (men and women) with lockers and changing room for Researchers, employees, students and visit.
- b. Replace existing storage rooms with new layout to be designed for 2 of the 8 bays.
- c. Cover building with corrugated sheet metal walls.
- d. Install 6 ea rolling doors.

- 9. DI 263862 – Invernadero de Hortalizas
 - a. Original Scope

Public Assistance	QTY	UNITS
{00-003} General:		
C. Remove and replace with in kind 200 SF of roof, corrugated zinc metal.	200	SF

Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes:		
A. Waterproof Coating for Exterior Walls, 800 SF.	800	SF
B. Exterior Metal Panel Fastening, 1,107 SF.	1107	SF
C. Exterior Metal Panel Fastening, 200 SF.	200	SF

10. DI 263388 – Invernadero de Arroz

a. Original scope

Public Assistance	QTY	UNITS
Hazard Mitigation	QTY	UNITS
{00-002} Roofing System:		
A. Reinforce in kind ridge cap flashing, 18 IN, 40 LF long. (18" x 40'= 60SF) installing additional SS self-tapping screws to reinforce flashing anchoring pattern to protect against high winds.		
B. Install Hurricane Ties in new installed, treated lumber rafters, 2 IN x 4 IN, 200 LF long		
1. 25 Type 1, Internal Truss Hurricane Ties (refer to Reference Tab in HMP Cost Estimate).		
2. 100 Type 2, Truss to wall- Hurricane Ties (refer to Reference Tab in HMP Cost Estimate).		
NOTE: Quantities are an estimate based on the length of the new rafters, and a distance of 2'-0" oc. by code).		
{00-002} Roofing System (35 FT x 60 FT):		
C. Reinforce in kind 1,900 SF of roof, corrugated polycarbonate (CRC determined to replace the totality of the roof 2,305 SF) installing additional SS self-tapping screws to reinforce panel anchoring pattern to protect against high winds.		

Granja Experimental Lajas (Experimental Farm)

11. DI 264278 – 886-444 Site

a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General Site:		
B. Remove and replace with in kind 200 SF of Corrugated zinc metal panel.	200	SF
Hazard Mitigation	QTY	UNITS
{00-001} General Site:		
A. Protect in kind 1 Water tank, PVC, 600 GAL. with Equipment anchoring or similar protection system against high winds and wind born debris.	1	EA
B. Protect in kind 200 SF of Corrugated zinc metal panels, by installing additional SS self-tapping screws, adding resilience to the roof panel fastening pattern.	200	SF

12. DI 263369 – Molino de Alimento Grande

a. Original Scope

Public Assistance	QTY	UNITS
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{00-001} General:		
A. Prepare and paint with in kind 1,875 SF of building exterior painted surfaces.	1875	SF
B. Remove and replace with in kind 1 ss exhaust pipe, 12 IN DIA, 20 FT height, with cap and 6 support cables.	1	EA
C. Remove and replace with in kind 4 window, aluminum jalousie, 3 FT x 6 FT.	4	EA
D. Remove and replace with in kind 2 window, aluminum jalousie, 2 FT x 3 FT.	2	EA
E. Remove and replace with in kind 4 aluminum jalousie window, 1.5 FT x 3 FT.	4	EA
F. Remove and replace with in kind 1 galvanized corrugated metal grain silo, cone bottomed, 77 CM.	1	EA
F1. Remove concret block openings and install 6 window (2 openings), aluminum jalousie, 3 FT x 6 FT.	4	EA
{00-002} General:		
G. Remove and replace with in kind 350 SF of roof, zinc metal canopy structure on the roof.	350	SF
{00-003} General:		
H. Prepare and paint with in kind 2,820 SF of building interior painted surfaces.	2820	SF
Hazard Mitigation	QTY	UNITS
{00-001} General:		
A. Replace in kind Building paint by PA with 1,875 SF of Exterior Waterproof base coat and waterproof second and third coat of exterior paint.	1875	SF
B. Install 6 additional support cables to 1 ss exhaust pipe, 12 IN DIA, 20 FT height, to add protection against high winds and wind born debris (will use same amount of money awarded by PA).	6	EA
C. Install additional anchoring screws and weatherstripping to 4 window, aluminum jalousie, 3 FT x 6 FT, dislodged by high winds, wind driven rain, and flying debris.	4	EA
D. Install additional anchoring screws and weatherstripping to 2 window, aluminum jalousie, 2 FT x 3 FT, dislodged by high winds, wind driven rain, and flying debris	2	EA
E. Install additional anchoring screws and weatherstripping to 4 aluminum jalousie windows, 1.5 FT x 3 FT, dislodged by high winds, wind driven rain, and flying debris	4	EA
NOTE:		
Items C, D and E will be grouped together for costing since Mitigation is per opening in both mitigation strategies, 10 windows: Total.		
{00-002} General:		
G. Install additional self- tapping SS screws to 350 SF of roof, zinc metal canopy structure on the roof displaced by high winds, to add resistance to high winds by strengthening the screw pattern.	350	SF

b. Improve Project

- a. Install new bitumen membrane system 2,500 SF.
- b. Remove and decommission of equipment's, machinery and unused replacement parts that are found at the roof, inside the building and/or surrounding areas.

- c. Install a metal commercial grade security door 3' x 7'
- d. Refurbishing, refinish and paint of existing rolling doors 12' x 18'

13. DI 261386- Edificio Administrativo

a. Original Scope

Public Assistance	QTY	UNITS
{00-002} Roofing System:		
A. Remove and replace with in kind 40 SF of roof, 5/8 IN thick plywood, exterior fascia.	40	SF
B. Remove and replace with in kind ridge cap flashing 24 GA, galvanized sheet metal 18 IN, 84 LF long.	84	LF
C. Remove and replace with in kind roof, ridge cap flashing, galvanized sheet metal, 18 IN, 80 LF long.	80	LF
{00-002} Roofing System (20 FT x 80 FT) + (10 FT x 20 FT):		
D. Remove and replace with in kind 1,800 SF of roof, metal galvanized, corrugated sheets.	1800	SF
{00-003} General:		
E. Prepare and paint with in kind 900 SF of building interior painted surfaces.	900	SF
F. Prepare and paint with in kind 50 SF of window guard, 1 IN X 1 IN.	50	SF
{00-003} General Exterior:		
G. Prepare and paint with in kind 800 SF of wall paint.	800	SF
{01-004} First Floor Office (10 FT x 20 FT):		
H. Remove and replace with in kind 200 SF of ceiling, 3/8 IN plywood.	200	SF
Hazard Mitigation	QTY	UNITS
Roof (1,800 SF):	1800	SF
· Repetitive HMP – Exterior Metal Panel Fastening – Metal Roof, Siding and Flashing.		
Metal Roof Hardening (1,800 SF of roof, corrugated panel, R profile)		
Mitigation Strategy: "Improve exterior metal panel fastening pattern in order to better secure the exterior panels and mitigate damages to the building envelope itself and subsequent water infiltration damage."		

b. Improve Project

a. Construction of full restroom (men and women) and lockers area for researchers, employees, students and visitors.

b. Construction of kitchen and dining area for the employees.

14. DI 261679 – Ranchón de Gallinas Ponedoras

a. Original Scope

Public Assistance	QTY	UNITS
{00-001}:		
A. Remove and replace 4 wall, fabric reinforced polyethylene plastic sunscreen, 210 FT wide x 6 FT high.	4	EA
B. Remove and replace 4 plastic screen opening mechanism including cables, winch (1,100 LB), pulley and mounting hardware.	4	EA
{00-002} Second Floor:		

C. Remove and replace 1 light fixture, wallpack, 150W, 6 IN wide x 12 IN high.	1	EA
Hazard Mitigation	QTY	UNITS
NO HMP		

b. Improve Project

a. Install Galvalum metal sheet Roof and walls anti corrosion treatment and paint.

15. DI 261389 – Ranchón de Aves

a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General:		
A. Remove and replace 1 ventilation fan, 48 IN x 48 IN, 1.5 HP direct drive fan motor at 120V with blade, housing 2FT conical neck.	1	EA
{00-001} General (44 FT x 100 FT):		
B. Remove and replace 1,600 SF of building exterior, wall, fiber reinforced polyethylene plastic sunscreen.	1600	SF
Hazard Mitigation	QTY	UNITS
NO HMP		
BBA	QTY	UNITS
Review BBA for surge protectors.		

16. DI 262387 – Ranchón de Pollos de Engorde

a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General:		
A. Remove and replace with in kind 400 SF of plywood panel siding.	400	SF
B. Remove and replace with in kind 900 SF of Walls, fiber reinforced polyethylene plastic sun screen.	900	SF
{00-001} General :		
C. Prepare and paint with in kind 600 SF of building exterior painted surfaces.	600	SF
{00-002} Roofing System:		
D. Remove and replace with in kind 150 SF of corrugated zinc metal ridge cap panel.	150	SF
Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes...		
{00-001} General :		
C. Replace in kind Building paint with 600 SF of Exterior Waterproof base coat and waterproof second and third coat of exterior paint.	600	SF
{00-002} Roofing System:		
D. Building Exterior, 150 SF of corrugated zinc metal ridge cap panel, displaced by uplift and flying debris from high winds. Install additional SS. Self tapping Screws to reinforce fastening Pattern and protect against high winds and debris	150	SF
BBA	QTY	UNITS

N/A		
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17. DI 261390 – Rancho de Conejos
 a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General:		
A. Remove and replace with in kind 1,800 SF of welded wire mesh, 19 GA.	1800	SF
B. Remove and replace with in kind 1,800 SF of wall, fabric reinforced polyethylene plastic mesh.	1800	SF
C. Remove and replace with in kind 28 reinforced concrete columns 8 IN x 8 IN x 96 IN.	28	EA
{00-001} General (20 FT x 110 FT):		
D. Prepare and paint with in kind 900 SF of building exterior painted surfaces.	900	SF
{00-002} Roofing System:		
E. Remove and replace with in kind 2,200 SF of Galvalume corrugated metal panels.	2200	SF
F. Remove and replace with in kind 28 each of 2 IN x 4 IN and 2 IN x 6 IN treated pine wood trusses, 46 FT long x 2 IN wide x 4 FT high.	28	EA
G. Remove and replace with in kind 2 IN x 4 IN wood rafters, 1,100 LF long.	1000	LF
{00-003} General Interior:		
H. Prepare and paint with in kind 900 SF of building interior painted surfaces.	900	SF
I. Remove and replace with in kind 200 SF of ceiling, 3/8 IN plywood.	200	SF
J. Remove and replace with in kind 40 modules with 4 rabbit cages, 1-1/2 IN x 3 IN wire mesh, 14 GA, with 1/2 IN PVC pipes and water dispensers, 8 FT long x 2 FT wide x 2 FT high.	40	EA
K. Remove and replace with in kind water supply, 1/2 IN PVC pipe, 440 LF long.	440	LF
L. Remove and replace with in kind 22 light fixtures, ceramic rose canopy, socket type.	22	EA
M. Remove and replace with in kind electrical cable, #12 THWN, three strand including 3/4 IN metal tubing (MT) and support hangers, 220 LF long.	220	LF
N. Remove and replace with in kind 10 light fixture, fluorescent 1 FT x 4 FT, 2 tubes, pendant.	10	EA
O. Remove and replace with in kind 1 electrical distribution panel, 16 circuits.	1	EA
P. Remove and replace with in kind 1 water pressure pump, 3/4 HP.	1	EA
Q. Remove and replace with in kind 34 each of 1/2 IN DIA galvanized steel pipes, rabbit cages roof hangers, 9 FT long.	34	EA
Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes:		
A. Fibrous reinforcing, synthetic fibers, add to concrete, 4.06 CY.		
B. Waterproof sealer for exterior concrete masonry units (CMU), 900 SF.	900	SF

C. Improve exterior panel Fastening pattern, 2,200 SF.	2200	SF
D. Type 1 - Internal Truss - Hurricane Ties, 196 EA.	196	EA
E. Type 3 - Truss to Column- Hurricane Ties, 56 EA.	56	EA
B. Type 1 - Internal Truss - Hurricane Ties, 280 EA.	280	EA
BBA	QTY	UNITS
BBA Work required: Install four (4) ceiling mounted occupancy sensors one per each 600 SF of room area - damaged lighting is functional dependent on sensor to meet code requirement. Depending on the room sizes, several occupancy sensors will be necessary to operate lighting fixture system. The sensor shall be positioned in the ceiling, room area for best functionality. New conduit and corresponding wiring will be necessary for sensor installation. Consider conduit installation to nearest lighting system junction box and wiring of sensor to existing circuit. Considering a minimum of 20ft of EMT conduit and 60ft of existing gauge electrical copper wire (minimum allowable: THWN #12 stranded copper wire). If the corresponding circuit wiring is not accessible, consider conduit and corresponding wiring to the nearest lighting panel board.	4	EA

18. DI 262390 – Rancho de Incubación
a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General:		
A. Prepare and paint 1,960 SF of building exterior painted surfaces.	1950	SF
B. Remove and replace, 1 window, aluminum jalousie, 4 FT x 6 FT.	1	EA
C. Remove and replace 125 SF of oil based paint, metal grille.	125	SF
{00-002} Roofing System (20 FT x 50 FT):		
D. Remove and replace 100 SF of roof, corrugated galvanized metal, r-panel.	100	SF
{00-003} General Interior:		
E. Prepare and paint 264 SF of building interior painted surfaces.	264	SF
{01-004} Main Floor Incubation Room (12 FT x 22 FT):		
F. Remove and replace 264 SF of ceiling, 3/8 plywood panel.	264	SF
G. Remove and replace 1 light fixture, 16 IN x 48 IN fluorescent, surface mount, two tubes.	1	EA
{01-005} Storage Room (8 FT x 18 FT):		
H. Remove and replace 144 SF of ceiling, plywood panel 3/8 IN.	144	SF
Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes:		
A. Waterproof sealer for exterior concrete masonry units (CMU), 1,960 SF.	1960	SF
B. Weatherstripping window, 20 LF.	20	LF
C. Improve exterior panel Fastening pattern, 100 SF.	100	SF
BBA	QTY	UNITS

<p>BBA Work required: Install one (1) ceiling mounted occupancy sensors one per each 600 SF of room area - damaged lighting is functional dependent on sensor to meet code requirement. Depending on the room sizes, several occupancy sensors will be necessary to operate lighting fixture system. The sensor shall be positioned in the ceiling, room area for best functionality. New conduit and corresponding wiring will be necessary for sensor installation. Consider conduit installation to nearest lighting system junction box and wiring of sensor to existing circuit. Considering a minimum of 20ft of EMT conduit and 60ft of existing gauge electrical copper wire (minimum allowable: THWN #12 stranded copper wire). If the corresponding circuit wiring is not accessible, consider conduit and corresponding wiring to the nearest lighting panel board.</p>		EA
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19. DI 261350 – Pabellón de Clases
 a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General:		
A. Prepare and paint with in kind 300 SF of building exterior painted surfaces.	300	SF
B. Remove and replace with in kind 1 main distribution panel, 12 breakers.	1	EA
{00-002} Roofing System:		
C. Remove and replace with in kind 1,600 SF of roof, corrugated panel, R profile.	1600	SF
D. Remove and replace with in kind 8 roof beams, cold formed steel, C-Shape, 16 IN deep, 20 LF.	8	EA
E. Remove and replace with in kind 16 roof purlin, cold formed steel, C-Shape, 6 IN deep, 20 LF.	16	EA
{00-003} General:		
F. Prepare and paint with in kind 1,200 SF of building interior painted surfaces.	1200	SF
G. Remove and replace with in kind 1 water pressure pump, 1/2 HP.	1	EA
{01-003} First Floor General:		
H. Remove and replace with in kind 6 light, fluorescent, 1 FT x 4 FT, two tubes (including electrical wiring).	6	EA
I. Remove and replace with in kind electrical cable, #12 THWN, three strands, 100 LF long.	100	LF
Hazard Mitigation	QTY	UNITS
Roof (1,600 SF):	1600	SF
· Repetitive HMP – Exterior Metal Panel Fastening – Metal Roof, Siding and Flashing.		
Metal Roof Hardening (1,600 SF of roof, corrugated panel, R profile)		
Mitigation Strategy: “Improve exterior metal panel fastening pattern in order to better secure the exterior panels and mitigate damages to the building envelope itself and subsequent water infiltration damage.”		
General:		

· Repetitive HMP – Standard Single Unit Surge protectors/Equipment Specific Surge Protector [MEDIUM] – for 1 ea. Water pressure pump ½ HP		
Mitigation Strategy: "Install surge protector devices to protect equipment from voltage surges.		
BBA	QTY	UNITS
BBA Work required: Install three (3) ceiling mounted occupancy sensors one (1) per each 600 SF of room area - damaged lighting is functional dependent on sensor to meet code requirement. Depending on the room sizes, several occupancy sensors will be necessary to operate lighting fixture system. The sensor shall be positioned in the ceiling, room area for best functionality. New conduit and corresponding wiring will be necessary for sensor installation. Consider conduit installation to nearest lighting system junction box and wiring of sensor to existing circuit. Considering a minimum of 20ft of EMT conduit and 60ft of existing gauge electrical copper wire (minimum allowable: THWN #12 stranded copper wire). If the corresponding circuit wiring is not accessible, consider conduit and corresponding wiring to the nearest lighting panel board.	3	EA

b. Improve Project

a. Restroom remodeling to comply with new construction codes.

20. DI 264774 – Laboratorio de inseminación

a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General (23 FT x 55 FT):		
A. Prepare and paint with in kind 1,400 SF of building exterior painted surfaces.	1400	SF
{00-002} Roofing System:		
B. Remove and replace with in kind 1,300 SF of roof, metal galvanized, corrugated sheets.	1300	SF
{00-003} General:		
C. Prepare and paint with in kind 1,500 SF of building interior painted surfaces.	1500	SF
{01-004} First Floor Office Lab (13 FT x 20 FT):		
D. Remove and replace with in kind 1,265 SF of ceiling, 3/8 IN thick plywood.	1265	SF
Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes:		
A. Waterproof Coating for Exterior Walls, 1,400 SF.	1400	SF
B. Exterior Metal Panel Fastening, 1,300 SF.	1300	SF

21. DI 261413 – Macelo Grande

a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General:		
A. Prepare and paint 4,520 SF of building exterior painted surfaces.	4520	SF
{00-002} Roofing System (41 FT x 61 FT):		

B. Remove and replace 40 SF of modified bitumen roof with granular surface.	40	SF
{00-003} General:		
C. Remove and replace 13,560 SF of building interior painted surfaces.	13560	EA
Hazard Mitigation	QTY	UNITS
1. Waterproof Coating for Walls: {00-001}	4520	SF
This mitigation measure is intended to reduce moisture through masonry walls, preventing similar damages to the exterior paint and interior water damages.		
"Power wash, Seal, and Prime Exterior Masonry Walls. The sealer will prevent humidity (within the masonry wall) from forcing a separation of the coating from the wall. The primer needs to be chosen to ensure that it works with both sealant and paint 4520 S.F. in Total.		
1. Secondary Membrane:		
Applying an additional membrane will help to absorb energy from flying debris and protect roof membranes below, helping to mitigate damage to the roof and interior damages from water infiltration		
In order to add additional protection to roof membrane and protect against water infiltration applicant will add an additional membrane layer to the built up roof system during repair. Add an additional SBS modified bituminous membrane to built up roof system. 40 SF Total	40	SF

22. DI 195246 – Ranchón de Codornices
 a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General (23 FT x 38 FT):		
A. Prepare and paint 1,500 SF of building exterior painted surfaces.	1500	SF
{00-002} Roofing System:		
B. Remove and replace 600 SF of roof, galvanized corrugated sheet metal.	600	SF
C. Remove and replace ridge cap flashing, galvanized sheet metal, 18 IN, 38 LF long.	38	LF
{00-003} General:		
D. Prepare and paint 4,380 SF of building interior painted surfaces.	4380	SF
Hazard Mitigation	QTY	UNITS
1. Waterproof Coating for Walls: {00-001}		
This mitigation measure is intended to reduce moisture through masonry walls, preventing similar damages to the exterior paint and interior water damages.		
"Power wash, Seal, and Prime Exterior Masonry Walls. The sealer will prevent humidity (within the masonry wall) from forcing a separation of the coating from the wall. The primer needs to be chosen to ensure that it works with both sealant and paint 1500 S.F. in Total.	1500	SF
2. Metal Panel and Roof Fastening:		
Improve exterior metal panel fastening pattern in order to better secure the exterior panels and mitigate damages to the building envelope itself and subsequent water infiltration damage.		

Reinforce the spaces along the edges of the new roof panels with an extra set of Teck screws with rubber washer every six inches. Roof area 600 S.F.	1500	SF
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23. DI 261395 – Ranchón de Cerdos A
 a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General:		
A. Prepare and paint with in kind 2,500 SF of building painted surfaces.	2500	SF
B. Prepare and paint with in kind 2,048 SF of building painted surfaces, columns.	2048	SF
{00-002} Roofing System (3,247 SF):		
C. Remove and replace with in kind 2 wood truss, queen post style, 16 FT long, 4 FT high, 2 FT x 6 FT top and bottom chords, 2 FT x 4 FT vertical members.	2	EA
D. Remove and replace with in kind purlin, 2 FT x 4 FT wood, weak axis, 4 total, 8 FT long, 32 LF long.	1	EA
{00-002} Roofing System (3,247 SF):		
E. Remove 250 SF of roof galvanized corrugated sheet metal and replace with galvalum metal sheet panel including new structural frame	100	SF
{00-003} General Interior:		
F. Remove and replace with in kind 2 fluorescent light fixture, 1 FT x 4 FT, weather resistant.	2	EA
Hazard Mitigation	QTY	UNITS
1. Waterproof Coating for Walls: {00-001}	2500	SF
This mitigation measure is intended to reduce moisture through masonry walls, preventing similar damages to the exterior paint and interior water damages.		
"Power wash, Seal, and Prime Exterior Masonry Walls. The sealer will prevent humidity (within the masonry wall) from forcing a separation of the coating from the wall. The primer needs to be chosen to ensure that it works with both sealant and paint 2500 S.F. in Total.		
2. Waterproof Coating for Walls: {00-001}	2048	SF
This mitigation measure is intended to reduce moisture through masonry walls, preventing similar damages to the exterior paint and interior water damages. 2048 S.F. in Total.		
3. Metal Panel and Roof Fastening: {00-002}	100	SF
Improve exterior metal panel fastening pattern in order to better secure the exterior panels and mitigate damages to the building envelope itself and subsequent water infiltration damage. 100 SF Roof Area		
BBA	QTY	UNITS

<p>BBA Work required: Install one (1) ceiling mounted occupancy sensors one (1) per each 600 SF of room area - damaged lighting is functional dependent on sensor to meet code requirement. Depending on the room sizes, several occupancy sensors will be necessary to operate lighting fixture system. The sensor shall be positioned in the ceiling, room area for best functionality. New conduit and corresponding wiring will be necessary for sensor installation. Consider conduit installation to nearest lighting system junction box and wiring of sensor to existing circuit. Considering a minimum of 20ft of EMT conduit and 60ft of existing gauge electrical copper wire (minimum allowable: THWN #12 stranded copper wire). If the corresponding circuit wiring is not accessible, consider conduit and corresponding wiring to the nearest lighting panel board.</p>	1	EA
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b. Improve Project

a. New design for a more resilient roof system.

24. DI 261681 – Ranchón de Cerdos B

a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General :		
A. Remove and replace with in kind main electrical connection to distribution panel, 3#2 AWG service drop, 100 LF long.	100	LF
{00-001} General (28 FT x 80 FT):		
B. Prepare and paint with in kind 1,736 SF of building exterior painted surfaces.	1736	SF
{00-002} Roofing System:		
C. Remove 250 SF of roof galvanized corrugated sheet metal and replace with galvalum metal sheet panel including new structural frame	250	SF
Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes:		
A. Waterproof sealer for exterior concrete masonry units (CMU), 1,736 SF.	1736	SF
B. Improve exterior panel Fastening pattern, 250 SF.	1	EA

b. Improve Project

a. New design for a more resilient roof system.

25. DI 261685 – Ranchón de Cerdos C

a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General:		
A. Remove and replace with in kind main electrical connection to distribution panel, 3#2 AWG service drop, 100 FT long.	100	LF
{00-001} General :		
B. Prepare and paint with in kind 2,712 SF of building exterior painted surfaces.	2712	SF
{00-002} Roofing System:		

C. Remove 250 SF of roof galvanized corrugated sheet metal and replace with galvalum metal sheet panel including new structural frame.	880	SF
D. Remove and replace with in kind ridge cap flashing, 18 IN, 24 GA, 40 LF long.	40	LF
E. Remove and replace with in kind wood rafter, 2 IN x 6 IN, 180 LF long.	180	LF
{00-003} General:		
F. Prepare and paint with in kind 2,712 SF of building interior painted surfaces.	2712	SF
G. Remove and replace with in kind 6 Fluorescent light fixture, 2 FT x 4 FT, 4 tubes, surface mount.	6	EA
Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes...		
{00-001} General :		
B. Replace in kind Building paint with 2,712 SF of Exterior Waterproof base coat and waterproof second and third coat of exterior paint.	2712	SF
{00-002} Roofing System:		
C. Building Exterior, 880 SF of corrugated metal, displaced by uplift and flying debris from high winds. Install additional SS. Self tapping Screws to reinforce fastening Pattern and protect against high winds and wind born debris..	880	SF
D. Building Exterior, ridge cap flashing, 18 IN (wide), 24 GA, 40 LF long (60SF), dislodged and bent by high winds. Install additional SS. Self tapping Screws to reinforce fastening Pattern and protect against high winds.	40	LF
BBA	QTY	UNITS
c. BBA Work required: Install five (5) ceiling mounted occupancy sensors one (1) per each 600 SF of room area - damaged lighting is functional dependent on sensor to meet code requirement. Depending on the room sizes, several occupancy sensors will be necessary to operate lighting fixture system. The sensor shall be positioned in the ceiling, room area for best functionality. New conduit and corresponding wiring will be necessary for sensor installation. Consider conduit installation to nearest lighting system junction box and wiring of sensor to existing circuit. Considering a minimum of 20ft of EMT conduit and 60ft of existing gauge electrical copper wire (minimum allowable: THWN #12 stranded copper wire). If the corresponding circuit wiring is not accessible, consider conduit and corresponding wiring to the nearest lighting panel board.		

b. Improve Project

a. New design for a more resilient roof system.

26. DI 262599 – Ranchón de Cerdos D

a. Original Scope

Public Assistance	QTY	UNITS
{00-001} General:		

A. Prepare and paint with in kind 2,370 SF of building exterior painted surfaces.	2370	SF
{00-002} Roof:		
B. Remove 250 SF of roof galvanized corrugated sheet metal and replace with galvalum metal sheet panel including new structural frame.	890	SF
C. Prepare and paint with in kind 1,790 SF of building interior painted surfaces.	1790	SF
Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes:		
A. Waterproof sealer for exterior concrete masonry units (CMU), 2,370 SF.	2370	SF
B. Improve exterior panel Fastening pattern, 890 SF.	890	SF

b. Improve Project

a. New design for a more resilient roof system.

Vaquería de Lajas (Dairy Farm)

27. DI 264279 – 937-444 Site

a. Original Scope

Public Assistance	QTY	UNITS
{00-001} Rancho de Sombra:		
A. Remove and replace with in kind 900 SF of roof, corrugated sheet metal panel, 26 GA.	900	SF
Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes...		
{00-001} Rancho de Sombra:		
A. Protect in kind 900 SF of Corrugated zinc metal panels, by installing additional SS self-tapping screws, adding resilience to the roof panel fastening pattern.	900	SF

28. DI 155633 -Edificio de Ordeño

a. Original Scope

Public Assistance	QTY	UNITS
{00-003} General:		
E. Remove and replace 8 gutter connection and downspout, sheet metal, 4 IN x 4 IN, 18 LF long.	18	LF
Hazard Mitigation	QTY	UNITS
{00-002} Roofing System:		
D. Building Exterior, 8 each of gutter connection and downspout, sheet metal, 4 IN x 4 IN, 18 LF long. . Install additional Gutters hangers to reinforce and protect against High winds and wind born debris.	1	EA
BBA	QTY	UNITS

<p>BBA Work required: Install four (4) ceiling mounted occupancy sensors one (1) per each 600 SF of room area - damaged lighting is functional dependent on sensor to meet code requirement. Depending on the room sizes, several occupancy sensors will be necessary to operate lighting fixture system. The sensor shall be positioned in the ceiling, room area for best functionality. New conduit and corresponding wiring will be necessary for sensor installation. Consider conduit installation to nearest lighting system junction box and wiring of sensor to existing circuit. Considering a minimum of 20ft of EMT conduit and 60ft of existing gauge electrical copper wire (minimum allowable: THWN #12 stranded copper wire). If the corresponding circuit wiring is not accessible, consider conduit and corresponding wiring to the nearest lighting panel board.</p>	4	EA
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29. DI 260610 - Edificio de Alimentación
 a. Original Scope

Public Assistance	QTY	UNITS
{00-001} Roofing System:		
A. Remove and replace sheet metal gutter, 6 IN x 6 IN, 320 LF long.	320	LF
{00-002} General Interior:		
C. Remove and replace 8 LED spreader light fixture, 100 W.	8	EA
D. Remove and replace 4 ventilation fan, 48 IN x 48 IN, 3 blades, 1.5 HP direct drive at 120 V with blade and housing.	4	EA
Hazard Mitigation	QTY	UNITS
1. Gutter:		
"Decrease hanger spacing. Standard spacing for gutter hangers is generally 6-ft. Appropriate mitigation methods would double this effort and provide one (1) hanger every 3-ft. Mitigation would place 1 additional Hangar over a 6 ft span. Mitigating in this way will minimize losses due to high winds. "	320	LF
2. Surge Protector:		
Install surge protector devices to protect equipment from voltage surges. 240/120v split phase (Medium) 4 EA.	4	EA
3. Exhaust Fan Anchoring:		
"When replacing / repairing roof top units, add an anchoring system for each unit that will resist expected wind pressure during a similar event to prevent them from being overturned and damaged. This will also mitigate damage to the roof system caused by impact with these units, as well as any subsequent water infiltration damage." 4 EA.	4	EA
BBA	QTY	UNITS

<p>BBA Work required: Install eight (8) ceiling mounted occupancy sensors one (1) per each 600 SF of room area - damaged lighting is functional dependent on sensor to meet code requirement. Depending on the room sizes, several occupancy sensors will be necessary to operate lighting fixture system. The sensor shall be positioned in the ceiling, room area for best functionality. New conduit and corresponding wiring will be necessary for sensor installation. Consider conduit installation to nearest lighting system junction box and wiring of sensor to existing circuit. Considering a minimum of 20ft of EMT conduit and 60ft of existing gauge electrical copper wire (minimum allowable: THWN #12 stranded copper wire). If the corresponding circuit wiring is not accessible, consider conduit and corresponding wiring to the nearest lighting panel board.</p>	8	EA
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b. Improve Project

- a. Install 4 additional ventilation fan, 48 IN x 48 IN, 3 blades, 1.5 HP direct drive at 120 V with blade and housing.

30. DI 260612 – Hangar

a. Original Scope

Public Assistance	QTY	UNITS
{00-002} Roofing System:		
A. Remove and replace 5 air circulation vent, turbine, 14 IN x 17 IN DIA.	5	EA
Hazard Mitigation	QTY	UNITS
No HMP		

31. DI 264168 – Becerrera

a. Original Scope

Public Assistance	QTY	UNITS
{00-001} Almacen de Becerrera:		
A. Remove and replace with in kind concrete repair patch, 4 FT long x 1 FT wide x 3 IN deep.	1	EA
B. Remove and replace with in kind 1 light fixture, fluorescent 4 IN x 96 IN, two tubes, surface mounted.	1	EA
{00-001} Becerrera:		
{00-002} Roof (Almacen de Becerrera):		
D. Remove and replace with in kind 2,300 SF of corrugated zinc metal panel.	2300	SF
E. Remove and replace with in kind steel tubes 2 IN x 1 IN, 80 LF long.	1	EA
{00-002} Roof (Becerrera):		
Hazard Mitigation	QTY	UNITS
The mitigation to be performed includes:		
A. Improve exterior panel Fastening pattern, 2,300 SF.	2300	SF
B. Improve exterior panel Fastening pattern, 4,700 SF. (There is an error of measurement. Designer shall validate measurement)	4700	SF
BBA	QTY	UNITS

c. BBA Work required: Install twelve (12) ceiling mounted occupancy sensors one (1) per each 600 SF of room area - damaged lighting is functional dependent on sensor to meet code requirement. Depending on the room sizes, several occupancy sensors will be necessary to operate lighting fixture system. The sensor shall be positioned in the ceiling, room area for best functionality. New conduit and corresponding wiring will be necessary for sensor installation. Consider conduit installation to nearest lighting system junction box and wiring of sensor to existing circuit. Considering a minimum of 20ft of EMT conduit and 60ft of existing gauge electrical copper wire (minimum allowable: THWN #12 stranded copper wire). If the corresponding circuit wiring is not accessible, consider conduit and corresponding wiring to the nearest lighting panel board.	12	EA
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END OF SECTION

23. APPENDIX G

FEMA Alternative Procedures

PLEASE [CLICK HERE](#)

24. **APPENDIX H**

**Existing Drawings, Photos, Method of Repair (MOR) and
Record of Environmental Consideration (REC)**

PLEASE [CLICK HERE](#)

END OF DOCUMENT