



GOBIERNO DE PUERTO RICO

Departamento de Salud

October 12, 2021

REQUEST FOR PROPOSAL 2021-002

RFP 2021-002- "ARCHITECTURAL/ENGINEERING SERVICES – NEW DIAGNOSTIC AND TREATMENT CENTER FOR THE MUNICIPALITY OF MAUNABO FEMA PROJECTS CATEGORY E – PERMANENT WORK"

ADDENDUM #1

This addendum includes responses to questions submitted by proponents in regards to Request for Proposal (RFP) 2021-002:

COMPANY: CSA GROUP :

QUESTIONS SECTION:

Questions received on October 7, 2021

1. Attachment A (page 31 of RFP) states "Estimate Preliminary cost of construction \$ _____? In order for all proponents to provide a construction cost based on the same conditions, please provide the parameters to base the construction cost. For example,
 - a. Use to current size? (Cost will vary if alternate site is used.)
 - b. Total square footage of the new building based on codes and standards.

ANSWER: Refer to ATTACHMENT A revised version issued as part of this Addendum.

2. If PRDOH makes the determination based on Phase 1 Site Evaluation and Assessment Report to maintain the new CDT at its original site, is the existing facility is going to be demolished in its entirety as per PW 6306, since it was found to be eligible for replacement as stated on page 14 "Project Notes" No 2? Or is the building on the existing intended to be remodeled and/or expanded based on new codes and standards.

ANSWER: Existing CDT is expected to be demolished in its entirety independently of CDT final location.

3. On page 3 of the RFP, item number 21 of the Proposal Check List, is requesting a "Bid Bond (5% of the Bid Price)". This type of "Bond" is usually requested when bidding for a Construction Cost by a General Contractor. Is Item 21 is going to be a requirement for this proposal?

ANSWER: Yes.

4. Please clarify the statement found on page 11 of the RFP which states: *"Proponent must take in consideration that the execution of Phase 1 and Phase 2/Demolition documents preparation can be performed in parallel to allow demolition works to start as early as possible."* On page 10 of the RFP it states on the description of Phase 1 that, *"Reports issued during this phase (Phase 1) will be submitted to PRDOH for evaluation and to identify the site to be selected for the CDT. During this period, no further activities must be made."* Please clarify if the preparation of the Demolition Documents described on Phase 2 on page 17 of the RFP will be performed at the same time as the Site Evaluation and Assessment Phase (1).

ANSWER: Proponent must take in consideration that execution of Phase 1 and Phase 2/Demolition documents preparation can be performed in parallel to allow demolition works to start as early as possible. Reports issued during Phase 1 will be submitted to PRDOH for evaluation and to identify the site to be selected for the CDT. During this period, the Proponent must continue with the preparation of Phase 2/Demolition documents. Besides that, no further activities must be made.

5. If the PRDOH selects a site other than the existing current site, will the A&E Firm be required to develop the Demolition Documents for the existing building?

ANSWER: Refer to answer provided to CSA GROUP question 2.

6. On pages 11 and 12 of Section Phase 2 Design Phase, Emergency Area it does not mention the need for a Trauma Room nor the need of a Minor Surgery Room. Will any of these two rooms be required in the final design scheme?

ANSWER: Minor procedure room must be included. Cardiology observation bed (CDP) in the adult area can be considered as a Trauma Area. It must comply with Facilities Guidelines Institute (FGI).

7. On page 13 of the RFP, it states the following: "CDT Design must comply with the following guidelines and regulations: Guidelines for the Design and Construction of Health Care Facilities 2006...." Please confirm that PRDOH want the A&E firm to use the 2006 edition of the FGI or are the designers shall use the latest 2018 edition of the FGI.

ANSWER: Proponent must use Guidelines for the Design and Construction of Health Care Facilities, 2018 edition.

8. On page 10, Section: Phase 1 – Site Evaluation Assessment it states that a maximum of three (3) sites will be evaluated to locate the CDT facility: Current Location, a nearby one proposed by the Maunabo Municipality, and a third located within the municipality limits. The proposal requires that the A&E Firm to contract a surveyor to perform the survey and topographic study. This cost must be included in the proposal. Not having any information regarding the sizes, shapes/topography *flat or hilly), and the current vegetative conditions (heavily forested or cleaned) of any of the sites mentioned in the RFP, it will be extremely difficult to received accurate and precise proposals from surveyors if they lack the essential information to prepare a proposal for fees. Can PRDOH provide more information regarding the sites to be evaluated? Location with accurate GSP coordinate would help.

ANSWER: For current CDT location refer to RFP information and location map included as part of this Addendum. Alternate location proposed by the Maunabo municipality is identified at the

location map herein included. Final location along the shaded area is pending to be confirmed. Proponent must consider a possible third location within the municipality boundaries. Currently, it has not been identified.

9. On Page 11, Section Phase 2 – CDT Design Phase, it states on the first paragraph the following: “Proponent will subcontract technical studies. As part of the proposal, three quotations will be required by the proponent and will indicate the company to be selected to execute the work if the NTP is granted to the A&E firm.? Is the A&E proponent only to provide all three surveyors’s names and quotations? Or copies of each surveyors’ entire proposals are to be submitted in the A&E proposal. Please clarify.

ANSWER: Proponent must include three proposals/quotations for each technical study identified as necessary. Also, Proponent will indicate the company to be selected to execute the work if the Notice of Award is granted to the A/E Firm.

COMPANY: CMA ARCHITECTS AND ENGINEERS:

QUESTIONS SECTION:

Questions received on October 7, 2021

1. “Le pregunto, no veo visita de campo ni reunión pre-propuesta/subasta para esta propuesta. Hay que formalmente someterle interés de presentar propuesta para que en caso de addendums se nos notifique?”

ANSWER: Proponent can visit existing CDT area and proposed alternate location. Proponent with interest in bidding this project must submit their proposals in compliance with RFP documentation, including Addendum.

Questions received on October 11, 2021

2. “Entiendo que la fecha de preguntas ya pasó, pero nos topamos con una duda al llenar los attachments provistos. La clarificación de esta duda le puede ser de utilidad a todos los proponentes, le incluyo la misma por si pueden evaluar contestarla:

En el Attachment H se incluye un blanco para escribir el nombre del municipio para el cual se asegura no se confabuló en contra. ¿Se debe de llenar con el nombre del municipio de Maunabo o se debe de llenar con el nombre del Departamento de Salud de Puerto Rico?

ANSWER: Refer to ATTACHMENT H revised version issued as part of this Addendum.

COMPANY: INTERGROUP LLC:

QUESTIONS SECTION:

Questions received on October 7, 2021

1. Item 9. At this stage if three (3) proposals for necessary technical studies will be required? Two of the alternate sites have not been selected yet. Clarify if A/E selected firm will be allowed to submit the 3 proposals after selection.

ANSWER: Refer to answer provided to CSA GROUP questions 8 and 9.

2. Item 20. If Professional Liability (\$1,000,000.00) is required, can it be submitted once A&E firm is selected?

ANSWER: No.

3. Item 21. Bid Bond (5%) of quote; This is not a construction process project and it is a Professional Service Proposal (RFP). If still required, can it be presented by selected A&E firm?

ANSWER: Refer to answer provided to CSA GROUP question 3.

4. Item 23. Department of Treasury ("Hacienda") requires "Audited Financial Statements" for volumes that exceed a million (1.0 m) dollars yearly, if we need to comply with local codes and regulations, small business that have a volume of less than 1 million are not required to audit their Financial Statements. Can you clarify this statement?

ANSWER: Participation of small and minority firms, women owned business enterprises (WBEs), and labor surplus area firms is encourage. Such companies must provide evidence of their experience for a minimum of five (5) recent similar projects, demonstrate firm/individual experience in this type of projects, project's role, identify if participated as prime or subcontractor and highlight experience with FEMA Section 428 and 406 projects. For further details refer to RFP documentation.

In regards to Audited Financial Statements, Proponent must certify and notarize there are a small business not subject to audit their financial statements based on yearly business volume. Document must identify the applicable Department of Treasury ("Hacienda") code and regulation. Refer to updated Check List included as part of this Addendum.

5. Item 24. Can Bank Line of Credit letter be required to the A&E selected firm?

ANSWER: Line of Credit Certification (Original bank letter certifying available credit.) must be submitted as part of the proposal.

6. State Health Department (PRHD) requires a "Certificado de Necesidad y Conveniencia" for health facilities. This certificate is not transferable to alternate sites. Who will be responsible to obtain this certificate? Usually the owner of facility is responsible. Alternate sites will be required to obtain this certificate. Clarify if existing site has this certificate.

ANSWER: Facility owner will obtain the "Certificado de Necesidad y Conveniencia", if an alternate site is selected. Existing site obtained the Certificate prior to building Occupancy Permit request.

7. A visit to the three (3) sites prior to proposal is strongly suggested. The alternate sites have not been selected yet.

ANSWER: Refer to answers provided to CMA ARCHITECTS AND ENGINEERS question 1 and CSA GROUP question 8.

End of questions and answers.

ADDITIONAL CLARIFICATIONS

Description included at SECTION IV SCOPE OF WORK PHASE 3 will be revised as follows:

Phase 3 – CDT Improved Project

As part of Proponent's proposal, Phase 3 must be quoted as an additional service. No further design related activity will be executed by the A/E firm until FEMA approves the Improved Project. A/E firm must consider to be available to answer questions and/or provide clarifications requested by COR³/FEMA prior to submission and during Improved Project evaluation by FEMA. Once the Improved Project is approved by FEMA, PRDOH will advise the A/E firm if is necessary to perform any changes and/or modifications prior to start Phase 2 CDT Design Phase.

Deliverables:

Phase 3

An Improved Project will need to be developed and submitted to COR³/FEMA approval prior the CDT facility can be located outside its current location. Improved project will be a written document which will include:

1. Detailed explanation why it is must beneficial a location outside the current one. Make reference to applicable codes and regulations requirements (federal and local).
2. Description of current facility characteristics (area, damages based on FEMA's Project report, FEMA's site damage assessment, and locations challenges, among others.)
3. Incorporate Phase 1 findings for current and proposed location.
4. Results of Phase 2 / Programming Phase of Design. (CDT's Programming component, among them services to be provided and amount of adult and pediatric beds. Identify necessary utilities and capacity at the site.)
5. Cost estimate and schedule including property acquisition (if applicable), legal actions necessary for property to be on the name of PRDOH, design, permitting, technical studies, property's title studies, property's appraisal, construction, and demolition activities.
6. Identifications of project constrains, challenges, and mitigation opportunities, if applicable.
7. Include proposed floor plan(s) and site plan, identification of new total gross area per floor, parking spaces to be provided, among others.

No further design related activity will be executed by the A/E firm until FEMA approves the Improved Project. A/E firm will be available to answer questions and/or provide clarifications requested by COR³/FEMA prior to submission and during Improved Plan evaluation by FEMA. Once Improved Project is approved by FEMA, PRDOH will advise the A/E firm about any changes and/or modifications necessary to be made, if applicable and will approve to start Phase 2 CDT Design Phase.

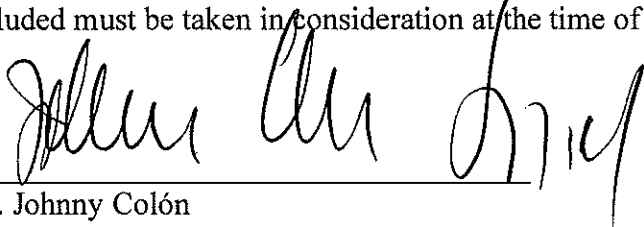
Time Execution

The proposed design services must be executed in a maximum of 4.5 months (19.5 weeks) (Phases 1 – 2) after contract signing. Additional 3 weeks if Phase 3 is necessary. Proponent must submit a schedule validating time execution included here. The following deliverables will be required and included as part of the schedule:

1. Phase 1 Site Evaluation and Assessment - (2 weeks)
2. Phase 2
 - a. Demolition Documents (4 weeks) (Times takes in consideration ACM and LBP sampling and report preparation. Proponent must take in consideration that execution of Phase 1 and Phase 2 – Demolition documents preparation must performed in parallel to allow demolition works to start as early as possible.
 - b. Programming Phase of Design (4 weeks) Proponent must take in consideration Demolition Documents and Programming Phase must be worked in parallel after Phase 1 approval. (Initial programming submission for PRDOH evaluation (2 weeks). Final programming submission after PRDOH evaluation (2 weeks).)
 - c. Schematic Design Phase (30% including technical studies) (4 weeks)
 - d. Design Phase (8 weeks)
 - 60% Design (4 weeks)
 - 90% Design (3 weeks)
 - 100% Design (1 week)
 - e. Bidding Phase (Proponent must consider three months (13 weeks) for RFP purposes)
 - f. Construction Phase (Proponent must identify propose demolition and construction duration and allocate weekly effort for site visits, request for information, and change orders evaluation, etc.)
 - g. Environmental Compliance, agencies recommendations, and OGPe Permits Effort to be done concurrently with design and bidding phase.
 - h. Stormwater Pollution Prevention Plan (3 weeks) (additional effort if applicable)
 - i. Specialized studies for heliport construction (Proponent to advise) (additional effort if applicable)
3. Phase 3 – Improved Project (3 weeks) (additional effort)

Time execution included here takes in consideration deliverables and requirements included as part of this RFP. No review time by PRDOH and/or COR³ /FEMA is included here. No work will be done by the A/E firm while information is either under review and/or pending approval by COR³ /FEMA and PRDOH, unless specifically approved by the PRDOH.

All additional instructions and requirements established at the Request for Proposal documents are not been altered. This Addendum is part of the Request for Proposal. Information herein included must be taken in consideration at the time of Proposal submission.



Mr. Johnny Colón
Principal Officer
Project Management Office
Department of Health

END OF ADDENDUM #1

REQUEST FOR PROPOSAL CHECK LIST

October 12, 2021

Instructions: Please complete this check list to assure submission of individual items. Use this list prior to binding and submission. Proponent shall initiate on the left side of each item confirming its inclusion in the REQUEST FOR PROPOSAL. **All documents must be completed in all its parts.**

Proponent's Initials	Item No.	Attachment No.	Document Description
	1	-	Proponent Cover Letter
	2		Corporate Resolution as evidence documents are signed by a Proponent authorize representative.
	3	-	RFP Check List included
	4	-	Proponent Experience- detailed description of similar projects
	5	-	CV/Resumes and copy of architect and engineering professional licenses for Key Personnel
	6	-	Proponent Qualifications – Key Personnel experience, project role, and organization chart. Highlight experience with FEMA Section 428 and 406 projects.
	7	-	Understanding of the Project and Requested Services. A detailed execution schedule must be provided.
	8	A	Cost Schedule Form (Base and Additional Services)
	9	-	Include three proposals for each technical study identified as necessary
	10	B	Evidence of RUP eligibility to date (Mandatory)
	11	-	Duns - SAM and Cage Number
	12	C	Byrd Anti-Lobbying Certification
	13	-	Good Standing Certification
	14	-	Certification of Incorporation or Partnership or Joint Venture
	15	D	Acknowledge Receipt of Agenda
	16	E	Sworn Statement Law 2

	17	F	Limited Denial of Participation (LDP) / Suspension or Debarment Status Affidavit
	18	G	Certification Indicating no Construction or Design-Built Contracts
	19	H	Non-Collusive Affidavit
	20	-	Professional Liability Insurance (minimum \$1,000,000)
	21	-	Bid Bond (5% of bid price)
	22	-	Evidence of affirmative actions to comply with small and minority firms, women owned business enterprises (WBEs), and labor surplus area firms.
	23	-	Audited Financial Statement (Last two calendar years. Applicable to prime contractor and subcontractors.) In regards to Audited Financial Statements for small business , Proponent must certify and notarize there are a small business not subject to audit their financial statements based on yearly business volume. Document must identify the applicable Department of Treasury ("Hacienda") code and regulation.
	24	-	Line of Credit Certification (Original bank letter certifying available credit.)
	25	I	Pending Litigation and No-Bankruptcy Sworn Statement

Signed:

Authorized Representative

Date

Proponent Name

Attachment A Cost Schedule Form

The Proponent includes all labor, equipment, materials, overhead, travel, room and board, taxes, fees, and profit for the Architectural/Engineering Services for the New Diagnostic and Treatment Center for the Municipality of Maunabo, as per table below:

Architectural and Engineering (A/E) Design services cost: \$_____
Execution time: _____ months (weeks).

ITEM	DESCRIPTION	AMOUNT	UNIT	TOTAL COST
1	Architectural/Engineering Services			
1.1	Phase 1 Site Evaluation and Assessment	1	LS	
1.15	Phase 2 Demolition Documents	1	LS	
1.2	Programming Phase of Design	1	LS	
1.25	Schematic Design Phase (30% design)	1	LS	
1.3	Design Phase 60% Design	1	LS	
1.35	Design Phase 90% Design	1	LS	
1.4	100% Design	1	LS	
1.45	Bidding Phase	1	LS	
1.5	Construction Phase	1	monthly	
1.55	Environmental Compliance, agencies recommendations, and OGPe Permits (list each deliverable)	1	each	
1.6	Federal Aviation Administration Agency approval(s) (Heliport construction)	1	each	
1.65	Technical Studies (list studies and lower quotation value)	1	each	
2	Additional Services			
	Phase 3 – Improved Project	1	LS	
2.1	Stormwater Pollution Prevention Plan	1	LS	
2.2	Specialize studies for Heliport construction	1	each	
		Total, \$		\$

Proponent Name _____

(If Corporation, signed and sealed)

Proponent Authorized Signature _____

Date _____

Attachment H

NON-COLLUSIVE AFFIDAVIT

_____, being first duly sworn, deposes and says:

That he is _____ (a partner or officer of the firm of, etc.) the party making the foregoing proposal or bid, that such proposal or bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any matter directly or indirectly sought by agreement or collusion or communication or conference, with any person, to fix the bid price of the affiant or of any other bidder, or to fix any overhead, profit or cost element of said bid price, or of that of any other bidder, or to secure any advantage against the Puerto Rico Department of Health and Municipality of _____ or any person interested in the proposed contract; and that all statements in said proposal or bid are true.

(Name of Firm)

By:

(Signature of Proponent)

(Printed Name of Proponent)

(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 Proponent. Who I personally known or have identified by his/her _____.

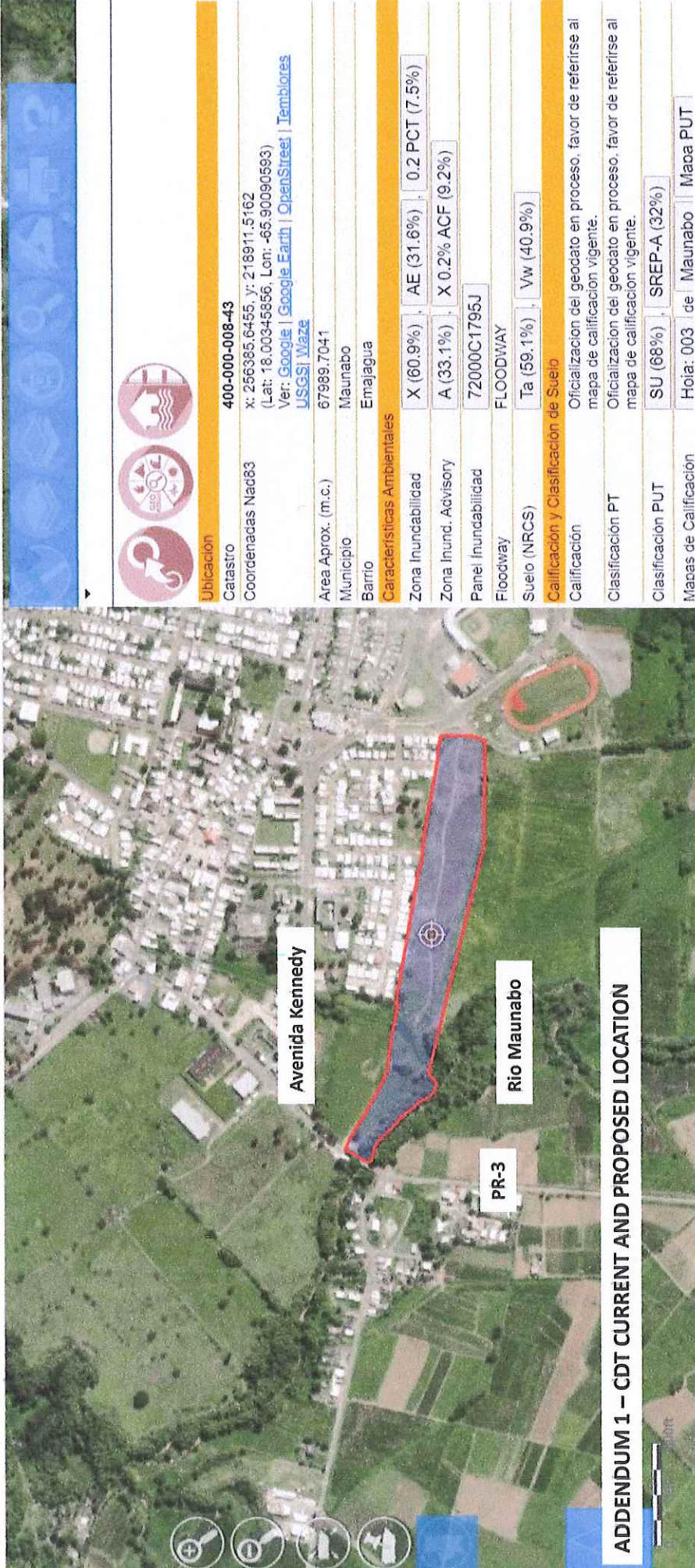
Public Notary



Ubicación	400-076-040-03
Catastro	X: 256398.1293, Y: 219232.7345
Coordenadas Nad83	(Lat: 18.00636043, Lon: -65.90077923)
	Ver: Google Google Earth OpenStreet Temblores
	USGS Waze
Area Aprox. (m.c.)	15863.0471
Municipio	Maunabo
Barrio	Barrio Pueblo
Características Ambientales	
Zona Inundabilidad	X (98.9%) AE (1.1%)
Zona Inund. Advisory	A (1.1%)
Panel Inundabilidad	72000C1795J
Floodway	
Suelo (NRCS)	Ta (81.0%) SNS (19.0%)
Calificación y Clasificación de Suelo	
Calificación	Oficialización del geodato en proceso, favor de referirse al mapa de calificación vigente.
Clasificación PT	Oficialización del geodato en proceso, favor de referirse al mapa de calificación vigente.
Clasificación PUT	SU (Suelo Urbano)
Mapas de Calificación	Hoja: 003 de Maunabo Mapa PUT
Distrito Sobrepuerto	



Ubicación	400-000-008-43	
Catastro	x: 256385.6455, y: 218911.5162	
Coordenadas Nad83	(Lat: 18.00345856, Lon: -65.90090593)	
	Ver: Google Earth OpenStreet Tiembores	
	USGS Waze	
Area Aprox. (m.c.)	67989.7041	
Municipio	Maunabo	
Barrio	Enajagua	
Características Ambientales		
Zona Inundabilidad	X (60.9%)	AE (31.6%) 0.2 PCT (7.5%)
Zona Inund. Advisory	A (33.1%)	X 0.2% ACF (9.2%)
Panel Inundabilidad	72000C1795J	
Floodway	FLOODWAY	
Suelo (NRCS)	Ta (59.1%)	Vw (40.9%)
Calificación y Clasificación de Suelo		
Calificación	Oficialización del geodato en proceso, favor de referirse al mapa de calificación vigente.	
Clasificación PT	Oficialización del geodato en proceso, favor de referirse al mapa de calificación vigente.	
Clasificación PUT	SU (68%)	SREP-A (32%)
Mapas de Calificación	Hola: 003	de Maunabo Mapa PUT



Ubicación	400-000-008-43
Catastro	X: 256385.6455, Y: 218911.5162
Coordenadas Nad83	(Lat: 18.00345856, Lon: -65.90090593)
	Ver: Google OpenStreet Temblores
	USGS Waze
Area Aprox. (m.c.)	67989.7041
Municipio	Maunabo
Barrio	Enajagua
Características Ambientales	
Zona Inundabilidad	X (60.9%) AE (31.6%) 0.2 PCT (7.5%)
Zona Inund. Advisory	A (33.1%) X 0.2% ACF (9.2%)
Panel Inundabilidad	72000C1795J
Floodway	FLOODWAY
Suelo (NRCS)	Ta (59.1%) Vw (40.9%)
Calificación y Clasificación de Suelo	
Calificación	Oficialización del geodato en proceso, favor de referirse al mapa de calificación vigente.
Clasificación PT	Oficialización del geodato en proceso, favor de referirse al mapa de calificación vigente.
Clasificación PUT	SU (68%) SREP-A (32%)
Mapas de Calificación	Hoja: 003 de Maunabo Maca PUT