



**Request for Proposal**  
**Contracting of Professional Services**  
**June 18, 2024**  
**RFP-SP-2023-2024-027-DS**

Description	To Establish contracts to Perform Asbestos and Lead survey for the Department of Health UDH Hospital
Deadline	July 8, 2024, until 12:00 PM

In compliance with the principles of good stewardship and transparency in the selection and award process for Professional Services contracts, the Department of Health is seeking Professional Services to establish contracts to perform asbestos and lead studies for the Department of Health UDH Hospital. Any proposal submitted must meet at least the following parameters:

**PROJECT OVERVIEW**

The Puerto Rico Department of Health (PRDOH) is seeking proposals from qualified individuals, firms/organizations (Proponent) for establish contracts to perform Asbestos and Lead surveys for the Department of Health UDH Hospital.

A combination of federal and local funds will be used to execute the works included herein. Federal government funds are made accessible through the Federal Emergency Management Agency (FEMA) and the Community Development Block Grant Disaster Recovery Program (CDBG-DR), among any others. FEMA funds will be associated to disaster 4339-DR-PR.

**Period of Performance:** The term of the work for this project is a maximum of 45 days subject to formalization of an agreement between the PRDOH and the Selected Proponent.

**SCOPE OF WORK**

The PRDOH is seeking to contract with a qualified individual, firms/organization with proven expertise in Asbestos and Lead survey of healthcare facilities and the implementation of requirements stablished on all applicable healthcare regulation and codes both federal and local. Services will be divided as follows:

The facility in need of asbestos and lead studies are:

**1. Hospital Universitario de Adultos (UDH)**

The asbestos and lead checklist reports are included in Attachments 1 through 2 that identify the reference documentation provided by PRDOH for all the above facilities and identify the details of the work to be performed. Is very important the review of checklists to see the scope of work suggested by FEMA for each project.

**Deliverables:**

Per site, a detailed and descriptive report including all findings of asbestos and lead, if applicable, including drawings with the areas as schematic distribution of ACM and LBP Components, as applicable. (The PRDOHe will provide the drawings for each facility). Asbestos



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Department of Health  
Auction Office

and lead studies will be conducted exclusively in roof areas, exterior doors, and windows. All elements and accessories of these components shall be considered.

If no asbestos or lead is found, a detailed report including a Negative Certification of the presence of Asbestos and Lead must also be included.

Present the information in a legible format. Each report will summarize findings in a table format and present recommendations in terms of site.

Reports issued will be submitted to PRDOH evaluation no more than 45 days after sign of the contract.

Proponent must take in consideration that execution of Asbestos and Lead survey need to be complete in a specific timeline. Must have the ability to work on projects simultaneously.

PRDOH will advise the person who sign the contract about documentation to be provided to COR3 / FEMA survey process.

**Responsibilities include:**

- **PRDOH:**
  1. Establishing a Point of Contact for project oversight.
  2. Providing guidance and feedback during the design process.
  3. Providing requirements, priorities, concerns, relevant data, among others.
- **Proponent:**
  1. Assigning a Point of Contact to communicate with PRDOH.
  2. Developing project according to PRDOH health facilities regulations (federal and local) and protocols, among others.
  3. Maintain constant communication with PRDOH POC to ensure project requirements and needs are included.
  4. Issue meeting minutes of each project meeting.

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To clarify any doubts or questions about this, you can send an email to: [subastas@salud.pr.gov](mailto:subastas@salud.pr.gov) no later than **June 28, 2024, until 4:00 PM**. The Department will have until **July 2, 2024, until 4:00 PM** to answer any doubts or questions. Site Walkthrough (compulsory): **June 25, 2024, at 10:00 a.m., in the Lobby of the UDH University Hospital.**

The **PRDOH**, through its Secretary or through the personnel designated by him, will review the applications received and determine if any of them is capable of signing a professional services contract with the concerned agency of the Government of Puerto Rico.

Any proposal will be accompanied by the Certificate of Eligibility of the Sole Registre of Bidders (RUL/RUP) issued by the General Services Administration of the Government of Puerto Rico (ASG), through which it accredits its inclusion in the Single Registry of Professional Service Providers, as provided in Law No. 73-2019, as amended, known as the "General Services Administration Act for the Centralization of Government Purchases of Puerto Rico of 2019".



The Proponent must submit the proposal accompanied by all the required documentation at the Auction Office located in Building J, Second floor. **You must deliver one (1) original, two (2) hard copies and one (1) digital copy on a USB (PDF format), on or before July 8, 2024, until 12:00 PM.**

The selection of the potential contractor will be notified by email.

By submitting a solution pursuant to this notice, the proposer acknowledges that:

1. All information submitted is true and verification may be requested.
2. The proposal containing any false or incorrect information shall be immediately discarded.
3. At its sole discretion, the PRDOHe or its designee may communicate with individuals and / or companies that submit solutions to clarify any doubt or coordinate an interview and presentation in person or virtually, without requiring the presence of the other proposers.
4. The purpose of this notice is to disseminate that the Government of Puerto Rico has a need for service that will potentially result in the contracting of professional services.
5. As a result of this process, no type of right is generated that would oblige the Government of Puerto Rico to sign a professional services contract.
6. It has the power to bind and comply with all parameters and requirements applicable to government contracting of professional services.
7. As part of the consideration of the request for proposal, the signing of a non-disclosure agreement may be required.

**Calendar and Information**

<b>Applicant Unit:</b>	Department of Health (PRDOHe)
<b>Contact Information:</b>	Denise Marrero Santana 787-765-2929, ext. 4475
<b>Application Number:</b>	<b>RFP-SP-2023-2024-027-DS</b>
<b>Application Name:</b>	To Establish contracts to Perform Asbestos and Lead survey for the Department of Health UDH Hospital
<b>Service Category (Technology, Management Consulting, Etc.):</b>	Request for Professional Services
<b>Date of Publication of the Application:</b>	June 18, 2024
<b>Compulsory Virtual Discussion Meeting:</b>	June 25, 2024, 10:00 a.m.
<b>Deadline for submitting questions:</b>	June 28, 2024, until 4:00 PM
<b>Deadline to answer questions:</b>	July 2, 2024, until 4:00 PM
<b>Submit Proposal at the Auction Office:</b>	Department of Health Auction Office, Building J, Second floor.
<b>Deadline for Submission of Proposals:</b>	July 8, 2024, until 12:00 PM
<b>Form Request and Related Documentation request it to:</b>	<a href="mailto:subastas@salud.pr.gov">subastas@salud.pr.gov</a>