



Department of Property & Procurement

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June 10, 2020

AMENDMENT SEVEN (7) RFP-013-C-2020 (P)-Territorial Solicitation for Architectural and Engineering (A/E) Services for the Hospitals in the U.S. Virgin Islands.

QUESTION AND ANSWER

- 1. Question:** Once the bidder is selected, who will the winning bidder enter into a contract with, the Office of Property and Procurement, or with The Hospital Redevelopment Team?

Response: That will be determined at a later time.

- 2. Question:** JFL Hospital in St. Croix was originally built for 250 Patient Beds (Double occupancy). What is the new target for patient beds count (single patient rooms) for the replacement hospital in St. Croix?

Response: The determination will be made as part of the program development section of the RFP.

- 3. Question:** The temporary hospital currently under construction in St. Croix will allow for the existing hospital built in 1982 (excluding the Cardio building) to be completely unoccupied for demolition or will some of the services still be provided at the existing hospital?

Response: The existing hospital will not be occupied. Independent utilities will service the temporary hospital and cardiac center and will not be tied into the existing hospital.

- 4. Question:** Does the JFL Hospital structure in St. Croix and the RLSH in St. Thomas have an environmental study performed to detect any hazardous materials such as Asbestos or Lead Paint? If no study has been made, will you require that the winning bidder perform such tests?

Response: Yes, the winning bidder will be responsible.

5. **Question:** Please confirm that the Scopes of Work in RFP 013-C-2020-(P) for all four projects does not require the winning bidder to provide a Damage Assessments Report related to Hurricane Irma and/or Maria?

Response: No, the winning bidder will NOT be required to provide a Damage Assessments Report related to Hurricane Irma and/or Maria.

6. **Question:** Is the winning bidder responsible to specify new medical equipment (CT Scans, MRIs, Lineal Accelerator, etc.) for any of the four projects? Does The Hospital Redevelopment Team plan to use existing medical equipment currently found on sites? If so, can you provide a list of those equipment to be re-used?

Response: The selected bidder will be responsible for developing an FFE list for the new hospital under project A.

7. **Question:** It was mentioned during the JFL Hospital site meeting that the Temporary Hospital at JFL will be receiving an Oxygen Generator. Will this Oxygen Generator be relocated to the new hospital once built or does the winning bidder must specify a new Oxygen Generator for the new hospital?

Response: The Program Development portion of the proposal will identify what existing systems can be used for the new facility.

8. **Question:** Once the new hospital in St. Croix is built and operational will the Temporary Hospital be dismantled and removed from the site to make way for much needed parking?

Response: Yes, it will eventually be removed at the completion of new hospital, however parking will be determined by the design of the new hospital.

9. **Question:** Are any of the four projects in the RFP changing or adding new medical services that may require a Certificate of Need? If so, is the winning bidder responsible to provided additional services related to obtaining any Certificate of Need?

Response: Not currently. No, the winning bidder is not responsible to provided additional services related to obtaining any Certificate of Need.

10.Question: For Projects B, C and D does The Hospital Redevelopment Team intend the winning bidder to provide a design solution for seismic retrofitting to the existing structures?

Response: The latest building codes would determine.

11.Question: Page 23 of Appendix E states to list 3 references. Are we to list the same references here that we are providing reference letters for under contents of proposal item 12. "Reference letters"?

Response: Yes.

12.Question: Page 24 of appendix E states to provide references of specific projects as part of the proposal. Is this in addition to references listed on page 23 of Appendix E and item 12. reference letters?

Response: No.

13.Question: Under page 24 of Appendix E it states to list at least 10 years' experience in providing design services similar to those called for in scope and in the paragraph following that again it states to show projects completed within the 10 years preceding RFP, but on page 8 of the RFP item 6 states include a description of the company's experience in the last 5 years. Are we to include experience from the past 5 years' or the past 10?

Response: On Appendix E you will fill out the answer to the question on that document. In your proposal package, as it relates to item 6, your company's experience within the last 5 years should not only be limited to just projects related to the scope.

14.Question: Is there a form or appendix that we are supposed to use as the commitment statement letter? If so where is it located?

Response: No. However, the Commitment statement letter should be on the company's letterhead with the contact information and must be signed by an officer of the organization that is authorized to bind the company

contractually to all the commitments made in its submittal. The letter shall include a statement of understanding for the work to be done. It shall also state that the company will be solely responsible for all aspects of the engagement including any portion that may be performed by its subcontractors, if any. It should make a positive commitment to perform the work required as specified to industry standards of work ship and in a professional manner. It should also state that the proposal package will remain in effect for a period of 90 days from the submission deadline and thereafter, until the firm withdraws it, or a contract is approved and executed, or the procurement is canceled, whichever occurs first. Respondent shall also confirm that the company has not engaged in any unethical practices within the past five (5) years.

15.Question: Page 8: Item Number 7, Technical Proposal

- a. Please confirm this is limited to 25 pages for the entire section, items (a) – (e).

Response: The 25-page limitation is for the entire section.

16.Question: Appendix C – Fee Schedule for the project (page 5-15)

- a. Please confirm it is acceptable to re-create this document to add additional lines for the staff position.

Response: Yes, the document can be modified for additional staff positions only. The Column headings shall not be edited.

17.Question: Appendix C – Fee Schedule for the project (page 5-15)

- a. Please clarify if this is to be completed for all the subconsultants, not just the prime respondent.

Response: The Fee Schedule is to be completed by the Prime respondent only.

18.Question: Appendix K – Section 15, Indemnification. (page 45)

- a. Please be advised that Firm/Contractor would agree to be wholly responsible for any injury or damage caused by Firm/Contractor, and any consultants or agents hired by it, including any professional negligence. However, we are

seeking amendment and clarification that the Hospital would be willing to be responsible for damage or injury caused by the Hospital or any of its agents.

Response: Any objections to the Professional General Contract Terms are to be clearly stated in your proposal package as stated in Section J. Contents of Proposal; Item 10

19.Question: Appendix K – Exhibit A, General Contract Provisions, Professional General Contract Terms. (page 51-55)
a. The selected A/E Firm will not be responsible for procuring Environmental Impairment Liability or Builder's Risk Insurance.

Response: The selected A/E Firm will not be responsible for procuring Environmental Impairment Liability or Builder's Risk Insurance.

20.Question: In the Scope of Work for all four projects listed in the RFP, the phrase "Construction Management" is used to describe part of the designer's responsibilities. The list of tasks and actions in the RFP by the designer during Construction Management includes those normally considered Construction Administration by a project designer. Can you confirm that the use of the term Construction Management in the RFP is meant to include activities generally associated with the designer's construction administration (as defined by the AIA) and not the site management of construction activities and coordination by trade sub-contractors?

Response: It is not the expectation of the owner/s (Hospitals) for the selected vendor to perform, "the site management of construction activities and coordination by trade sub-contractors."

21.Question: Considering the current restrictions on travel, can you waive the requirement (J.12.c) that reference letters be notarized?

Response: Recommendation letters provided by your references without

notarized written consent will result in a reduction in your rating.

22.Question: At the Myrah Keating Smith Clinic on St. John, will removal of the temporary facility and/or post-removal site restoration be part of this project?

Response: The removal will not be a part of this project. The post-removal site restoration will be a part of this project.

23.Question: We assume there is Technical Documentation for all the hospitals. It is especially important for us, working on a Proposal, to have access to existing Documents in electronic format, before the Optional Return visit the week of June 15th – 19th, 2020. Please, if possible, make available for each hospital:

- a. Site Plan – Survey plan.
- b. Floor Plans for each level.
- c. Sections and Elevations.
- d. Mechanical Plans.

Response: We do not have any electronic drawings for any of the sites.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

BIDDERS MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT WITH
THEIR BID PROPOSAL.