

**GOVERNMENT OF  
THE VIRGIN ISLANDS OF THE UNITED STATES**

**Request for Proposal – Negotiation  
Professional Services**

To: .....

Date: July 14, 2021

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RFP No. 048-T-2021 (P)

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Pursuant to 31 V.I.C. 236 (i) and Rules and Regulations thereunder issued, the Government of the Virgin Islands, hereinafter referred to as “GVI”, Department of Property and Procurement, shall receive proposals for the work described below. Proposals shall be received no later than **Wednesday, August 18, 2021 at 4:30 p.m.** Atlantic Standard Time.

**DESCRIPTION OF WORK:**

This Scope of Services (SOS) is for the Removal of Derelict Barges and Other Vessel Debris in Krum Bay, St. Thomas, U.S. Virgin Islands for the Department of Planning and Natural Resources.

**CONTRACT TERM**

The term of the contract awarded under this RFP shall be for a period of one (1) year.

**NEGOTIATED PROCEDURES:**

The Commissioner of the Department of Property and Procurement will appoint a Selection Committee to assist in the evaluation and selection of the Contractor. Accordingly, proposals shall be reviewed and rated on the selection criteria outlined in the “**Factors For Discussions.**” After reviewing and rating the proposals, the Committee may select for discussions from the firm/s or person/s **deemed to be the most highly qualified to provide the services herein required.** Discussions will be conducted with the firm/s or person/s so selected, not less than two (2), deemed to be the most highly qualified.

## **FACTORS FOR DISCUSSIONS**

Selection criteria will include **(i)** Professional qualification, registration, and general reputation of principals of the firm or person; **(ii)** the extent to which the firm or person specializes in or has provided services of a type and scope similar to the hereunder; **(iii)** familiarity with the location (s) in which services will be performed; **(iv)** project approach and capability of meeting schedules; and **(v)** quality of performance on other similar projects. Proposals will be evaluated according to the following criteria: (a) Project Approach (32 points); (b) Qualifications (22 points); (c) Experience (20 points) (d) Cost (20 points) and (e) References (6 points). The Selection Committee may, at its option, request any or all proposers to participate in on-site or virtual interviews.

## **NEGOTIATION:**

The Selection Committee shall recommend to the Commissioner **the highest qualified firm or person with whom a contract shall be negotiated as a result of the Committee's scores from the written proposals or discussions-oral presentations if conducted.** The Commissioner, with the assistance of the Selection Committee, shall attempt to negotiate a contract with such firm or person.

Should the Commissioner be unable to negotiate a satisfactory contract with the firm considered to be the most qualified, at a price, he determines to be fair and reasonable to the Government, negotiations with that firm will be formally terminated. Negotiations will then commence with the second most qualified, the third most qualified, or additional firms, in order of preference, and shall continue until an agreement is reached.

Anthony D. Thomas  
Commissioner  
Property and Procurement

## **INSTRUCTION TO PROPOSERS**

### **A. NOTICE**

#### **RFP-048-T-2021 (P) Removal of Derelict Barges and Other Vessel Debris in Krum Bay, St. Thomas, U.S. Virgin Islands for the Department of Planning and Natural Resources**

Information provided in the scope of work is to be used only for purposes of preparing a proposal. It is further expected that each bidder will read the scope of work thoroughly, for failure to meet certain specified conditions may invalidate the proposal.

The Government of the Virgin Islands herein after referred to as GVI, reserves the right to reject any or all proposals or any portion thereof and to accept the proposal deemed most advantageous to GVI. The **price** shall not be the sole criterion of awarding this project. Scope and quality of work proposed and the ability of the bidder to complete this type of project shall also be considered.

Applicants are requested to submit proposals on the basis of the scope of work. Alternative proposals recommending new features and technology other than that requested in the scope of work will receive consideration providing such new features and/or technology is clearly explained. Any exceptions to the requirements requested herein must be clearly noted in writing and be included as part of the proposal.

The information contained herein is believed to be accurate but is not to be considered in any way as a warranty. Request for additional information clarifying the Scope of Work should be directed in writing to **Assistant Commissioner of Procurement, Lisa M. Alejandro** at [lisa.alejandro@dpp.vi.gov](mailto:lisa.alejandro@dpp.vi.gov).

### **B. STATEMENT OF PURPOSE**

To assist the Government of the Virgin Islands in meeting the requirement for the following services: **RFP-015-T-2021 (P) Removal of Derelict Barges and Other Vessel Debris in Krum Bay, St. Thomas, U.S. Virgin Islands for the Department of Planning and Natural Resources.**

### **C. PROPOSE SCOPE OF WORK**

#### **INTRODUCTION**

In the aftermath of the 2017 hurricane season, the United States Virgin Islands

(USVI) has been dealing with a large amount of abandoned and derelict vessels as well as large-scale hurricane debris scattered along our coastlines. The goal of this project is to remove the vessels that were left behind after the completion of the mission as well as large scale debris such as roofs, beams, and appliances which are now continuing to damage fragile ecosystems throughout the territory.

Krum Bay is located on the South side of St. Thomas in an industrial zone. Surrounding businesses include gas companies, water companies, electrical and construction businesses, and the Water and Power Authority of the Virgin Islands (WAPA). The eastern opening of the bay has become a junkyard for abandoned vessels over the years, but during Hurricanes Irma and Maria the larger ships were pounded by the extensive wave and wind action causing a large amount of metal debris to break off the derelict vessels. This disturbance also increased the danger of pollutants in the ships leaking into the water and migrating out of the bay towards other sensitive habitats. This continued degradation of the vessels is a particular cause for concern because WAPA has intake pipes that source the reverse osmosis plant for the island's public water supplying Krum Bay, approximately 100 meters from the derelict ships. Large booms have been deployed to protect the intake, but the permanent solution must be to remove the vessels and prevent any potential impacts to the water supply.

Removal of the derelict vessels in Krum Bay will also restore economic opportunities for the USVI. This location is one of a handful that is zoned for Waterfront Industrial uses but has been unable to see growth due to the abandoned vessels in the area. With this opportunity, DPNR will not only remove the largest impacts to the environment in this area, but also create opportunities within the territory that will allow a return in the economy that has taken a significant downturn following the passage of Hurricanes Irma and Maria in September 2017.

## **PROJECT DESCRIPTION**

The contractors are being asked to remove hurricane damaged vessels from the eastern side of Krum Bay, St. Thomas. A variety of techniques will be used to remove the vessels with minimal disturbance to the environment. Key data collected will be quantification of marine organisms in the immediate surrounding area, possible impacts on marine organisms, weight of debris removed, total number of vessels removed, and total number of vessels remaining within the target area. The contractor will be responsible for negotiating the disposal of all debris and reporting progress to the Primary Investigator (PI) throughout the project.

The Department is requesting proposals for three separate priority groups within

Krum Bay, detailed in the map below. Priority areas A, B, and C are geographically very close to one another, however separating out the project will allow contractors to specify costs for each section and allow the Department to select based on proposal costs. Contractors are being asked to provide quotes for each individual area as well as the project total which must include environmentally sound removal and disposal of all debris.

The contractor will be responsible for providing a detailed proposal including an inventory of vessels to be removed, extraction and disposal methods, and a detailed budget. All contractors must follow environmental best management practices which will be provided by the Department, as created by the funding source (NOAA).

### **QUALIFICATIONS**

The Department is seeking contractors with local knowledge of Krum Bay and the surrounding natural resources. Contractors must be licensed and insured to work in the US Virgin Islands and meet all requirements set forth by the Department of Property and Procurement. It must be stated what equipment the contractor currently has at their disposal or if it must be sub-contracted.

### **REMOVAL SPECIFICATIONS**

The contractor is required to inspect, identify, and remove any potential environmental hazards that exist in each vessel. This includes fuel, oil, chemicals, and debris surrounding each vessel. The contractor is also responsible for obtaining the appropriate disposal permits and costs associated with the disposal. The contractor is required to record data on pounds of debris removed, acreage of cleared debris, and categorical records of debris removed as guided by the Division. All data must be provided to the PI with GPS records and photo documentation.

The contractor will be responsible for maintaining detailed reports of the following:

- a. An inventory (including photos and GPS coordinates) of vessels and additional debris removed, total weight removed, and removal schedule
- b. A record of extraction and disposal methods
- c. A detailed account of financial transactions associated with the debris removal.

The Contractor is required to complete the MDP Removal Data Collection Form (provided in the bid package) and submit final report with photos to DPNR within two (2) weeks of completion of the entire project.

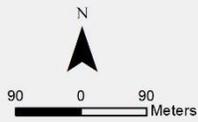
## KRUM BAY SITE PHOTOS

### Krum Bay, St. Thomas

### Priority A

#### Legend

-  Depth Contours (m)
- Benthic Habitat**
-  Coral Reef/ Hardbottom
-  Seagrass
-  Mangrove
-  Focus Area (Figure 3)





## D. TIMETABLE

**1. Pre-Proposal Conference** will take place on **Wednesday, July 28, 2021 at 10:00 a.m.** Atlantic Standard Time by the Department of Property and Procurement via Microsoft Teams.

**Microsoft Teams Meeting Link**  
[Click here to join the meeting](#)

**2. Last Day for Written Clarification is Monday, August 2, 2021 at 12:00 noon** Atlantic Standard Time.

## E. SUBMISSION OF PROPOSAL

All interested parties shall submit **one (1)** electronic copy of proposals in **PDF format**, which are to be delivered to the Department of Property and Procurement no later than **Wednesday, August 18, 2021 at 4:30 p.m.** Atlantic Standard Time.

Electronic submissions must include the Company's Name – Solicitation Number and Due Date in the Subject Line of the email. For Example, ABC Company, Inc. – RFP No. 048-T-2021 (P) – August 18, 2021.

The First Page of each electronic submission must also include Company's Name – Solicitation Number and Due Date. The second page of each electronic submission must only contain the following words in red font: **"CONFIDENTIAL BID SUBMISSION"**

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Send	To	<a href="mailto:ebids_proposals@dpp.vi.gov">ebids_proposals@dpp.vi.gov</a>
	Cc	
	Bcc	
Subject		ABC Company, Inc.-RFP-033-T-2020 (P)- May 22, 2020

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All electronic submissions must be received at [ebids\\_proposals@dpp.vi.gov](mailto:ebids_proposals@dpp.vi.gov) no later than the date and time listed in each advertisement. There will be no exceptions.

## F. WITHDRAWALS OF PROPOSAL

A proposal may be withdrawn at any time prior to the time specified as the closing time for acceptance of proposals. However, no proposal shall be withdrawn or canceled for a period of thirty (30) days after said closing time for acceptance of proposals, nor shall the successful provider withdraw, cancel or

modify the proposal, except at the request of GVI after having been notified that GVI has accepted proposal.

## **G. INTERPRETATION OF SPECIFICATIONS**

If any person contemplating submitting a proposal requires clarification of any part of the scope of work, he/she may submit to the GVI a written request for an interpretation thereof to the **Assistant Commissioner of Procurement, Lisa M. Alejandro** at [lisa.alejandro@dpp.vi](mailto:lisa.alejandro@dpp.vi). GVI will not respond to questions received after the above established date. The person submitting the request will be responsible for its prompt delivery. Any interpretation of the scope of work will be made in writing to all prospective providers. Oral explanations will not be binding.

## **H. CONSIDERATION OF PROPOSAL**

The Commissioner of Property and Procurement shall represent and act for GVI in all matters pertaining to the scope of work and contract in conjunction therewith. **This RFP does not commit GVI to the award of a contract or pay of any cost incurred in preparing and submitting proposals in anticipation of a contract. GVI reserves the right to reject any or all proposals and to disregard any informality and/or irregularity in the proposal when, in its opinion, the best interest of GVI will be served by such action.** Proposals failing to provide some of the items in the scope of work shall not be rejected per se, but any deviations from the scope must be clearly noted.

## **I. ACCEPTANCE OF PROPOSALS**

GVI will notify in writing acceptance of one of the proposals. Failure to provide any supplementary documentation to comply with the respondent's proposal may be grounds for disqualification.

## **J. CONTENTS OF PROPOSAL**

The following is a list of information to be included in the written proposal. The documents listed under this section are required for submission of a proposal in response to this RFP, and failure to comply with any requirement as outlined may disqualify the respondent.

1. Organization:
  - a. Introductory letter about the respondent:

- i. Name, address, email, and telephone numbers.
    - ii. Type of service for which individual/firm is qualified.
  - b. Provide a list of staff available for the project (Local & Off-Territory)
  - c. Current Business License or state register for the services being advertised. All bidders bidding as a Joint Venture must be licensed as a Joint Venture in the US Virgin Islands
  - d. Current trade name registration certification; if applicable
  - e. Certificate of Good Standing dated July 1, 2020, or later
  - f. Articles of Incorporation (For Corporations) or Articles of Organization for (LLC's) or Statement of Qualification (Limited Partnerships), if applicable.
  - g. Corporate Resolution or equivalent identifying the person who is authorized to act for the respondent with respect to this RFP.
2. Sub-Contractors:
  - a. Provide listing of Sub-Contractors that shall be retained for this project including phone numbers.
  - b. Provide what percentage of work will be sub-contracted.
3. Project Experience:
  - a. Provide a list of projects performed within the last three (3) years. Include a brief description of the work performed and cost of each project.
  - b. Provide a list of projects currently being performed. Include a brief description of the project and percentage completed.
4. Project Approach:
  - a. The respondent applying to this solicitation will describe how you will approach this project and availability to perform the services requested.
5. References Letters: 3 letters minimum related to the projected being solicited. To obtain maximum allotted points, each letter must:
  - a. Include information about past performance on similar project from authorized representative;
  - b. Include a working telephone number; and email address to be contacted; and
  - c. Notarized.
6. Proof of Sam.Gov registration
7. **Cost Proposal *must* be submitted in a separate file.**

**K. CONFLICT OF INTEREST**

A proposer filing a proposal hereby certifies that no officer, agent, or employee of GVI has a pecuniary interest in this proposal or has participated in contract negotiations on behalf of GVI; that the proposal is made in good faith without fraud, collusion, or connection of any kind with any other Bidder for the same request for proposals; the respondent, is competing solely on its own behalf without connection with, or obligation to, any undisclosed person or firm.

**L. ACCEPTANCE OF CONTRACT TEMPLATE AND OTHER TERMS AND CONDITIONS**

By submitting a proposal in response to this RFP, the respondent agrees to accept the boilerplate terms and conditions of the Government's standard Professional Services Contract, a copy of which is attached to this RFP, if the respondent is selected for award.

**M. MANDATORY LIST OF REQUIRED SUPPORTING DOCUMENTS TO CONTRACT WITH GOVERNMENT OF THE VIRGIN ISLANDS**

1. See Attached.

THE DOCUMENTS IN THE ATTACHMENT WILL BE REQUIRED FOR APPROVAL OF THE CONTRACT WITH THE SUCCESSFUL RESPONDENT.

[MANDATORY LIST OF REQUIRED SUPPORTING DOCUMENTS TO CONTRACT WITH GOVERNMENT OF THE VIRGIN ISLANDS.pdf](#)