

REQUEST FOR PROPOSAL NO. 008

DESIGN AND BUILD SERVICES

4339-DR-PR- Project Number 107361 PW 6467

Project Name: MUCD009 - PERMANENT WORK - NEUROSCIENCE

Permanent Repairs to Neuroscience Building

Proposal due date: Friday, March 20, 2026 at 4:30pm



Universidad Central del Caribe



“Building Future Health Through Education, Research and Service”

Postal Address: P. O. Box 60327, Bayamón, PR 00960-6032

Physical Address: Avenida Laurel, Santa Juanita, Bayamón, PR 00956

787-798-3001 Ext. 2500



Table of Contents

| | |
|---|-----------|
| GENERAL PROJECT INFORMATION..... | 2 |
| <i>Purpose of the Request for Proposal (RFP).....</i> | <i>2</i> |
| <i>Description of Existing Conditions.....</i> | <i>2</i> |
| <i>Point of Contact.....</i> | <i>3</i> |
| <i>Project Location.....</i> | <i>4</i> |
| <i>Timeline and Submission Date.....</i> | <i>5</i> |
| <i>Required Federal Documents.....</i> | <i>5</i> |
| DESIGN & BUILD SCOPE OF WORK..... | 5 |
| <i>General Scope.....</i> | <i>5</i> |
| <i>Project Scope & Deliverables.....</i> | <i>6</i> |
| PROPOSAL SCORING AND EVALUATION CRITERIA..... | 11 |
| <i>Final Evaluation.....</i> | <i>13</i> |
| <i>Proposal Award.....</i> | <i>13</i> |
| INSURANCE REQUIREMENTS..... | 14 |
| APPENDIX A – STATEMENT OF THE BIDDER..... | 16 |
| APPENDIX B – FEMA INVENTORY DAMAGE & HAZARD MITIGATION PROPOSAL..... | 18 |
| APPENDIX C – COST PROPOSAL..... | 21 |
| APPENDIX D – REQUIRED FEDERAL DOCUMENTS..... | 24 |
| APPENDIX E - ANNEX..... | 31 |
| APPENDIX F - RESPONSE CHECKLIST..... | 32 |



GENERAL PROJECT INFORMATION

Purpose of the Request for Proposal (RFP)

The Universidad Central del Caribe (UCC) hereby requests proposals for a Design & Build for the reconstruction project of the Neuroscience Department at Universidad Central del Caribe. The building sustained major structural and building systems impairment resulting from Hurricane Maria, including but not limited to roof assembly failure, substantial interior moisture intrusion, and electrical infrastructure compromise. Hazardous materials assessment has identified the presence of lead-containing materials and asbestos requiring proper abatement protocols.

The professional services deliverables shall include, but not limited to: preparation of as-built architectural and engineering drawings, development of basis of design documentation, detailed design development, technical specifications preparation, cost estimate, project scheduling, detailed scope of work definition, hazardous material abatement, DRNA Permits, OGPe permits, construction services, and all supplementary documentation necessary to achieve full regulatory compliance with Federal Emergency Management Agency (FEMA) Public Assistance program requirements, Puerto Rico Building Code 2018 standards, and Public Assistance Alternative Procedures (PAAP) mandates.

Description of Existing Conditions

The Cayey School of Medicine, established in 1976, served as the precursor to what is now known as Universidad Central del Caribe (UCC). In 1978, the institution expanded its academic offerings with the introduction of the Radiologic Technology Program and was formally renamed Universidad Central del Caribe (UCC). The university holds the distinction of being the first private medical school incorporated under the laws of the Commonwealth of Puerto Rico. Over the years, the institution has grown into a broad health sciences university, maintaining full accreditation for its programs in Medicine, Medical Images Technology, Biomedical Sciences, and Substance Abuse Counseling.

The university campus encompasses two principal buildings situated on eight (8) acres at the southern perimeter of the fifty (50) acre Bayamon Regional Hospital complex with sufficient parking.



The Neuroscience Building is located off the main campus. A single-story structure occupying approximately 3,123 square feet. Constructed around 1960, the building has been tested and found to contain hazardous materials, including lead and asbestos, present in the roofing material, popcorn ceiling, and parking lines. The facility is comprised of reinforced concrete exterior walls, concrete masonry unit partitions, and a poured concrete roof over the front section. The rear addition features a metal truss roofing system equipped with sprayed polyurethane foam (SPF) insulation and protective coatings.

Point of Contact

| | |
|----------------|--|
| Name | Lic. Emilia Soto |
| Title | Dean of Administration |
| Address | 100 Avenida Laurel, Urb. Santa Juanita |
| Entity | Municipality |
| City | Bayamón |
| Zip | 00956 |
| Email | emilia.soto@uccaribe.edu |
| Phone | (787)798-3001 |



Project Location

| Address | Municipality | Zip Code | Latitude | Longitude |
|---|--------------|----------|----------|-----------|
| Avenida Laurel #100 Urbanización Santa Juanita | Bayamon | 00956 | 18.37158 | -66.15312 |



Timeline and Submission Date

The following timeline outlines the key milestones for the RFP process, from publication to contract execution. This schedule ensures transparency and provides prospective bidders with clear expectations for each phase of the selection process.

| Description | Date |
|--------------------|--------------------------|
| RFP Publication | Monday, March 9, 2026 |
| Site Visit | Thursday, March 12, 2026 |
| Bid Close | Friday, March 20, 2026 |
| Award Notification | Tuesday, April 7, 2026 |

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. Limited Denial of Participation (LDP)/Suspension or Debarment Status, Legal Issues, and Conflicts Affidavit (use attached model below)
3. Non-Collusive Affidavit (use attached model below)
4. SAM Registration

DESIGN & BUILD SCOPE OF WORK

General Scope

The selected contractor shall provide all labor, supervision, materials, equipment, and incidentals required for the abatement and management of hazardous materials identified in the attached Lead-Based Paint and Asbestos Containing Building Materials Inspection Reports, dated August 2025. The purpose of this scope is to ensure compliance with local, state, and federal regulations and restore the facility's safety for occupants.

In accordance with federal and Puerto Rico Department of Natural and Environmental



Resources (DRNA) requirements, all abatement activities—including removal, enclosure, and encapsulation of hazardous materials—must be executed by contractors certified under EPA and DRNA regulations. Abatement plans and procedures must comply with HUD guidelines for lead, EPA NESHAP and OSHA standards for asbestos, and the DRNA’s Regulation 9098 for proper management of lead-based paint activities, including mandatory certification, waste characterization, and documentation processes to ensure full environmental and public health compliance.

Project Scope & Deliverables

The design phase of this project establishes the technical foundation for all reconstruction activities, focusing on compliance, safety, and excellence. This phase involves a collaborative approach to planning, documentation, and permitting, ensuring every step aligns with federal and local requirements and the overarching goals for the Neuroscience Building restoration.

Design Phase

1. Pre-Design and Documentation Services

- Existing Conditions Assessment
- Document pre-disaster vs. current conditions based on FEMA damage assessment
- Assessment of building envelope performance and water intrusion issues
- Hazard Mitigation Proposal Evaluation
- Code Analysis & Compliance Review
- Progress Review Update

2. As-Built Documentation

- Site Survey and measurements of existing building conditions
- Document existing building systems, materials and construction details
- As-Built Drawing preparations
- Progress Review Update

3. Schematic Design

- Develop preliminary design solution for building restoration
- Conceptual Drawings
- Hazardous Material abatement requirements



- Design Review Meetings
- Progress Review Update

4. Design Development

- Conceptual drawings (30-60-90)
- Hazard Mitigation Proposal incorporation
- Integration of hazardous material abatement requirements
- Design Review Meetings Progress Review Update

5. Cost Analysis and Estimating

- Cost Estimate
- Estimated construction schedule

6. Construction Documents

- Regulatory and Permitting Services
- Environmental permits for hazardous materials abatement
- Building permit application preparation and processing
- Demolition permits (if required)
- Specialty permits for roofing and structural work
- Compliance documentation and approvals
- Progress Review Update

Hazard Material Abatement Phase

The hazardous material abatement phase is a critical initial step prior to any demolition or construction activities, ensuring that all environmental and public health risks associated with identified lead and asbestos are properly mitigated. In accordance with the Puerto Rico Department of Natural and Environmental Resources (DRNA) requirements, all abatement activities—including the removal, enclosure, or encapsulation of hazardous materials—must be conducted by contractors certified under both EPA and DRNA regulations. These contractors must obtain the mandatory certifications and submit abatement plans for approval, including waste characterization and documentation processes that comply with DRNA Regulation 9098 for lead-based paint, and applicable EPA NESHAP and OSHA standards for asbestos abatement. All certifications and permits must be secured before commencing any construction phase, to ensure the project meets full regulatory compliance and safeguards the health and safety of occupants and workers. See Annex F3 for Hazardous



Material Test Results

1. Lead-Based Paint Abatement

- Lead-based paint above EPA/DRNA thresholds was found on selective building components, requiring abatement per HUD Guidelines and Puerto Rico Regulation 9098 by a DRNA-certified contractor.
- Prior to any demolition, all identified lead-painted surfaces must be removed or encapsulated, waste must be properly handled per regulations, and dust must be controlled to prevent environmental contamination or hazard exposure.
- During abatement, monitor and contain dust using industry-approved practices, ensuring no spread to adjacent areas or air contamination.

2. Asbestos Abatement

- Asbestos-containing materials were identified in popcorn ceilings and roofing, requiring safe removal, handling, and disposal in strict accordance with EPA NESHAP, OSHA Class II, and DRNA requirements by a licensed asbestos contractor.
- All abatement work requires a DRNA-approved work plan with health and safety provisions for workers and occupants, field verification of quantities, and all waste must go to approved asbestos landfill sites; any untested or suspected material must be treated as asbestos-containing until confirmed otherwise.

Construction Phase

The construction phase is dedicated to the complete restoration of the Neuroscience Building, advancing from design through the physical execution of repairs, replacements, and upgrades. This phase mobilizes all required labor, materials, and equipment within the existing building footprint, focusing on restoring facility function, safety, and compliance with regulatory standards.

Roof Impermeabilization

Remove and replace damaged sections of the built-up and metal roofing systems, ensuring full restoration of waterproofing and structural protection. All roofing work must adhere to FEMA repair standards and PRBC 2018 requirements. Coordination of Roof Impermeabilization shall be coordinated with Hazardous Material removal and approval simultaneously.



- Removal and replacement of 1,968 SF of built-up roofing and 1,598 SF of ribbed metal roofing, including insulation and sealant.

Interior Repairs

Includes replacing damaged acoustic ceiling tiles, repairing and repainting plaster walls, and replacing stained or broken ceramic floor tiles. These tasks will restore the building's functionality and appearance to pre-disaster conditions.

- Replacement of over 1,000 SF of acoustic ceiling tiles.
- Repair and repainting of approximately 1,081 SF of interior plaster walls.
- Replacement of damaged ceramic floor tiles (approx. 9 SF).
- Replacement of base moldings (vinyl, approx. 53 FT total).

Electrical Fixture Replacement

All compromised fluorescent lighting fixtures will be replaced with new units to ensure safe and effective illumination in the facility. This includes proper testing and compliance with electrical codes.

- Installation of new fluorescent recessed Troffer lights in affected area.

Exterior Drainage System Restoration

The contractor will install new gutters and downspouts to re-establish the building's drainage system, preventing future water infiltration and protecting structural elements.

- Replacement of 45 FT of aluminum gutters and 10 FT of downspouts.

Final Inspection and Compliance Verification

Thorough inspection shall be conducted to verify compliance with FEMA PA guidelines and local building codes. Documentation including photos and certificates of completion will be required for close-out.

- Ensure all work complies with FEMA standards and PRBC 2018.
- Provide completion reports, including photos and certifications.



Construction General Requirements

The UCC performs ongoing testing and experiments as part of its curriculum. Specifically, the Neuroscience building serves as a permanent R&D Facility with sensitive equipment and test samples. During HazMat Abatement and Construction Phase of this project it is **required** that selected contractor handle equipment accordingly to ensure program continuity during abatement and construction activities.



PROPOSAL SCORING AND EVALUATION CRITERIA

Accepted proposals will be reviewed by the UCC Auction Committee 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.

UCC will review all quotations submitted based on the following criteria:

Executive Summary-Refer to Appendix A – Statement of the Bidder

- Provide a complete profile of your organization, mission, and vision statements.

| Criteria | Score |
|----------------------------------|-------|
| Qualifications and Experience | 35 |
| Team Qualifications | 25 |
| Cost Proposal | 20 |
| Timeline | 15 |
| Compliance with RFP Instructions | 5 |

Organization Qualifications and Experience (up to 35 points)

- 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.
- Indicate relevant experience in projects with FEMA grants.
- Please, indicate whether you have experience working with public or federal entities, and years of experience performing like services.
- Provide specific examples of the services or tasks previously provided by the entity as considered in this RFP.
- Detail your firm's understanding of the challenges and barriers for a project like this and proposed approach to overcoming these barriers.
- Identify potential risk factors and methods for dealing with these factors.

Team Qualifications (up to 25 points)



- 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 of work for this project. (up to 10 points).
- NOTE: If HazMat removal and abatement will be subcontracted, proponent shall include required certifications and licenses of subcontractor for this activity.

Cost Proposal Breakdown (20 points)

- Provide Cost Estimate Breakdown based in SOW provided in Appendix E (20 points)

Timeline (10 points)

- This criterion will evaluate the proposer’s ability to execute and complete the required services within an efficient and realistic time frame. Proposers must submit a detailed project timeline that includes key milestones, deliverables, and a breakdown of phases (10 points).



Compliance with RFP Instructions (5 points)

- This criterion evaluates the extent to which the proposer has complied with the instructions, format, and submission requirements outlined in the Request for Proposals (RFP). It ensures a consistent and fair review process by rewarding proposers who follow the specified guidelines (5 points).

Final Evaluation

The UCC Auction Committee will review all proposals submitted based on the criteria described in this RFP. The project will be awarded to the firm that exceeds the requirements of the RFP for the best value of overall services that surpass the UCC's interests and are in full compliance with FEMA and PRDOH/CDBG-DR procurement requirements. The RFP may not be awarded to the proponent who submitted the lowest price if another proposal offers a better value UCC.

Proposal Award

Auction Committee will provide oversight on all contractual matters between the UCC and awarded firm, including final professional services fee compensation, contract's details, and compliance. The UCC reserves the right to reject any or all proposals and to award the bid under the conditions if it deems most advantageous to the interests of the Universidad Central del Caribe, Inc., 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 UCC and the proponent. The UCC will award the bid in writing and will state the reasons if had for the award. The UCC has the right to cancel the process of RFP without notice at any time.



INSURANCE REQUIREMENTS

Note: Only Bid Bond is required with proposal submission. The following insurance coverage will be required upon Contract Award, they must be endorsed in favor of the Universidad Central del Caribe:

- (X) Bid Bond (5% of quote)
- (X) Performance & Payment Bond (100% of quoted)
- (X) Workmen's Compensation (Corporación del Fondo del Seguro del Estado)
- (X) Commercial General Liability (C. G. L.), including Employees Liability & Products Liability Limits-Combined Single Limit of \$1,000,000/\$2,000,000 aggregate/Employers Liability limit of \$1,000,000, including the following endorsements:

- (X) Hold Harmless Agreement
- (X) Additional Insured
- (X) Thirty (30) days cancellation notice
- (X) Waiver of Subrogation
- (X) Auto

Limits - Combined Single Limits-Combined Single Limit \$1,000,000 combined Single Limit for Bodily Injury and Property Damage

- (--) Owners & Contractor's Protective Liability (in the name of Universidad Central del Caribe-same limits as C.G.L.)
- (--) Installation and/or Transportation Floater (if needed)
- (X) Builder's Risk
- (--) Professional Liability Insurance
- (--) Pollution — limit of \$1,000,000 Endorsements must be in name of:

Universidad Central del Caribe
P. O. Box 60327
Bayamón, PR 00960-6032



SUBMISSION & CONTACT INFORMATION

Submit Proposal To:

Auction Committee

femaprojects@uccaribe.edu
Universidad Central del Caribe
Avenida Laurel, Santa Juanita
Bayamón, PR 00956

Contact:

Lic. Emilio Soto Otero – Dean of Administration
✉ emilia.soto@uccaribe.edu
☎ 787-798-3001 Ext. 2500

Notice: Be advised that interested proponents must register receipt of this RFP at femaprojects@uccaribe.edu to qualify for receiving the following:

- Notice of changes or cancelation of the RFP
- Responses to questions or clarifications made to interested proponents
- Notice of the Proposal Award

Timeline and Submission Date

| DESCRIPTION | DATE |
|--------------------|------------------------|
| RFP Publication | Monday, March 9, 2026 |
| Proposal Due Date | Friday, March 20, 2026 |
| Award Notification | Tuesday, April 7, 2026 |

The proposal must be compiled in digital PDF format. The dates may be subject to change at the discretion of the UCC. Interested proponents have the responsibility of verifying and checking the email from which they issued a notice of project of this RFP, as was indicated in Section 2 of this RFP. All official communication related to this RFP will be as per that indication. The award notices for this proposal shall not constitute the formal agreement between the parties.



APPENDIX A – STATEMENT OF THE BIDDER

STATEMENT OF THE BIDDER

BUSINESS AND TECHNICAL ORGANIZATION

1. Permanent Place of Business

- a. Name of Bidder:
- b. Postal Address:
- c. Physical Address:
- d. Telephone:
- e. E-mail:

2. 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.

The list should be presented in the following format

| No. | Client Name Contact Person Telephone | Location | Type of Work | Contract Amount | Completion Date | Funding Resource (private, state or federal) |
|-----|--|----------|--------------|-----------------|-----------------|--|
| 1. | | | | | | |
| 2. | | | | | | |
| 3. | | | | | | |
| 4. | | | | | | |
| 5. | | | | | | |

3. List Below Contracts in Hand

Proposer must supply current contracts in hand to which similar services have been provided within the past five years of a comparable sized institution or company.

| No. | Name Contact Person and Telephone | Type of Work | Contact Price | % Completed |
|-----|-----------------------------------|--------------|---------------|-------------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |



4. Executive Summary

Provide a profile of your organization, mission, and vision statements and organizational chart. Proponents are encouraged to submit a comprehensive executive summary highlighting their organizational profile, mission, and vision, and may also include an executive resume to provide deeper insight into individual leadership capabilities and relevant experience.

5. Experience Description and Strategy in Providing the Services

The proponent shall provide a description of its relevant experience delivering similar FEMA-funded projects, including scope, scale, location, and outcomes of past assignments. The narrative shall also outline the firm's proposed strategy for providing the requested services, describing key tasks, coordination approach, staffing roles, schedule control, and quality assurance methods to ensure compliance with all applicable FEMA, federal, and local requirements

6. 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 of work for this project. Personnel/Trade specialist (Roof Water Proofing Specialist, mechanical, electrical, architectural, structural, civil and/or other qualifications as per trades based on SOW).



APPENDIX B – FEMA INVENTORY DAMAGE & HAZARD MITIGATION PROPOSAL

Building Damage:

Neuroscience, Entire Building:

- Building Interior, 16 SF of Wall, ¼ IN thick plaster on concrete, repair spalling, 4 FT wide x 4 FT high, cracked, caused by wind-driven rainwater, 0% work completed.
- Building Interior, 360 SF of Wall, ¼ IN thick plaster on concrete, painted, 45 FT wide x 8 FT high, peeling paint, caused by wind-driven rainwater, 0% work completed.

Neuroscience, Floor 1, Conference R524:

- Building Interior, 4 each of Ceiling, 2 FT x 4 FT acoustic tile, suspended, 4 FT long x 2 FT wide, deformed, caused by wind-driven rainwater intrusion, 75% work completed.

Neuroscience, Floor 1, Exterior Rear:

- Building Interior, 376 SF of Wall, ¼ IN thick plaster on concrete, painted, 47 FT wide x 8 FT high, discolored, caused by wind-driven rainwater, 0% work completed.

Neuroscience, Floor 1, Hallway:

- Building Interior, 132 SF of Ceiling, 2 FT x 4 FT acoustic tile, suspended, 4 FT long x 33 FT wide, deformed, caused by wind-driven rainwater intrusion, 80% work completed.
- Building Interior, 117 SF of Ceiling, 2 FT x 4 FT acoustic tile, suspended, 13 FT long x 9 FT wide, deformed, caused by wind-driven rainwater intrusion, 80% work completed.
- Building Interior, 48 SF of Ceiling, 2 FT x 4 FT acoustic tile, suspended, 16 FT long x 3 FT wide, deformed, caused by wind-driven rainwater intrusion, 0% work completed.
- Building Interior, Base Molding, vinyl, 4 IN, 15 FT long, deformed, caused by wind-driven rainwater intrusion, 0% work completed.

Neuroscience, Floor 1, Laboratory:

- Building Interior, 400 SF of Ceiling, 2 FT x 4 FT acoustic tile, suspended, 20 FT long x 20 FT wide, deformed, caused by wind-driven rainwater intrusion, 90% work completed.
- Building Interior, 5 SF of Wall, ¼ IN thick plaster on concrete, repair spalling, 5 FT wide x 1 FT high, cracked, caused by wind-driven rainwater intrusion, 0% work completed.
- Building Interior, 320 SF of Wall, ¼ IN thick plaster on concrete, painted, 40 FT wide x 8 FT high, discolored, caused by wind-driven rainwater intrusion, 0% work completed.
- Building Interior, 5 each of Floor, ceramic tile, 16x16 IN, thin set, stained, caused by wind-driven rainwater intrusion, 0% work completed.

Neuroscience, Floor 1, Laboratory R526:

- Building Interior, 90 SF of Ceiling, 2 FT x 4 FT acoustic tile, suspended, 10 FT long x 9 FT wide, deformed, caused by wind-driven rainwater intrusion, 80% work completed.

Neuroscience, Floor 1, Office:

- Building Interior, Base Molding, vinyl, 4 IN, 18 FT long, detached, caused by wind-driven



rainwater intrusion, 0% work completed.

- Building Interior, Base Molding, vinyl, 4 IN, 10 FT long, detached, caused by wind-driven rainwater intrusion, 0% work completed.
- Building Interior, 88 each of Ceiling, 2 FT x 4 FT acoustic tile, suspended, 11 FT long x 8 FT wide, deformed, caused by wind-driven rainwater intrusion, 50% work completed.
- Building Interior, 104 SF of Ceiling, 2 FT x 4 FT acoustic tile, suspended, 13 FT long x 8 FT wide, deformed, caused by wind-driven rainwater intrusion, 0% work completed.
- Building Interior, 1 each of Light, fluorescent, recessed Troffer, 4 FT long x 2 FT wide, electrical issues, caused by wind-driven rainwater intrusion, 0% work completed.

Neuroscience, Floor 1, Office R511:

- Building Interior, 3 each of Ceiling, 2 FT x 4 FT acoustic tile, suspended, 4 FT long x 2 FT wide, deformed, caused by wind-driven rainwater intrusion, 30% work completed.

Neuroscience, Floor 1, Office R514:

- Building Interior, 6 each of Ceiling, 2 FT x 4 FT acoustic tile, suspended, 4 FT long x 2 FT wide, deformed, caused by wind-driven rainwater intrusion, 0% work completed.

Neuroscience, Floor 1, Office R516:

- Building Interior, 3 each of Ceiling, 2 FT x 4 FT acoustic tile, suspended, 4 FT long x 2 FT wide, deformed, caused by wind-driven rainwater intrusion, 100% work completed.
- Building Interior, Base Molding, vinyl, 4 IN, 8 FT long, detached, caused by wind-driven rainwater intrusion, 0% work completed.

Neuroscience, Floor 1, Office R518:

- Building Interior, 2 each of Ceiling, 2 FT x 4 FT acoustic tile, suspended, 4 FT long x 2 FT wide, deformed, caused by wind-driven rainwater intrusion, 0% work completed.

Neuroscience, Floor 1, Office R522:

- Building Interior, 1 each of Light, fluorescent, recessed Troffer, 4 FT long x 2 FT wide, electrical issues, caused by wind-driven rainwater intrusion, 0% work completed.
- Building Interior, 4 each of Ceiling, 2 FT x 4 FT acoustic tile, suspended, 4 FT long x 2 FT wide, deformed, caused by wind-driven rainwater intrusion, 0% work completed.

Neuroscience, Roof:

- Building Exterior, Gutter, commercial-grade, seamless, aluminum, 5 IN, 45 FT long, broken components, caused by high winds, 0% work completed.
- Building Exterior, Downspout, commercial-grade, seamless, aluminum, 5 IN, 10 FT long, missing components, caused by high winds, 0% work completed.
- Building Exterior, 1,968 SF of Roof, BUR membrane, 4-ply, with protective silver oxide coating, 48 FT long x 41 FT wide, cracked and leaking, caused by high winds and wind-driven rainwater intrusion, 0% work completed.
- Building Exterior, 1,598 SF of Roof, metal roof, ribbed, with sprayed polyurethane foam (SPF) insulation overlay and protective aliphatic acrylic polyurethane seal coating, 47 FT long x 34 FT wide, deformed and leaking, caused by high winds and wind-driven rainwater intrusion, 0% work completed.



Universidad Central del Caribe
DR4339PR PW6467 Project # 107361 DI 305290
Hazard Mitigation Proposal (HMP) Scope of Work

The Public Assistance (PA) Repair Scope of Work (SOW) includes removal and replacement of different items.

The mitigation to be performed includes:

A. Termination Bar:

To prevent the membrane from peeling up. When the membrane is repaired and replaced, add termination bar to edge of membrane. Place Aluminum, termination bar along membrane perimeter. Place as close to edge of membrane as is permissible but no closer than 2 inches. 1 inch wide bar with 2 inch galvanized anchors placed every 8 inches. 3,566 LF
Perimeter of membrane = 3,566 LF + 10 LF = 3,576 LF

B. Gutters and Downspouts:

High winds tore off gutters and downspouts. To prevent down spouts / gutters from being blown off by high winds additional clips will be added to better anchor them to the building. For Gutters increase the average clip / hanger distance from 6 ft to 3 ft - **45 LF**
For Downspouts increase the average clip distance from 10 ft to 5 ft – **10 FT**

C. Additional Roof Membrane:

Additional Roof Membrane: 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.
340 SF Total

D. Acoustical Drop Ceiling Tiles:

Replace acoustical drop ceiling tiles with a water/ mold resistant version. Same size, shape, and method of installation. Replace acoustical drop ceiling tiles with water / mold resistant version of the same dimensions
Roof Area **1412 SF** of Ceiling, 4 FT x 10 FT acoustic tile, suspended.



APPENDIX C – COST PROPOSAL

The proponent shall complete the Cost Table provided in its entirety as part of this submission. In addition, the proponent shall submit a detailed Cost Proposal describing all activities required for the design and construction of the Project under this design–build FEMA contract.

At a minimum, the Cost Proposal shall clearly identify and break down costs associated with the following components, as applicable:

- Preliminary concept and design
- Mobilization and demobilization
- Site preparation
- Site safety, temporary protection, dust partitions, signage, housekeeping, and cleanup.
- Hazardous materials abatement preparation
- Testing and inspection required for permitting, quality control, and final acceptance.
- Bonds, insurance, general conditions, overhead, and profit.
- Final as-built drawings and all closeout documentation.

The Cost Proposal shall be organized, itemized, and formatted to allow clear review of quantities, unit prices, and lump-sum amounts, and shall reflect a complete price to perform the Work in accordance with the contract documents and applicable FEMA requirements.



Project# 107361, Project Title: MUCD009 Permanent Work, Neuroscience and Location: Urbanización Santa Juanita, Ave. Laurel, Bayamón PR, 00979

FEMA Damages Cost Proposal

Damage # 305290 , Damage Name [Neuroscience]

| Item No. | Item Description Title / Component Description | Qty FEMA | Cost P/U | Units | Total Cost |
|-------------------|--|----------|----------|-------|------------|
| | PW 6467 | | | | |
| DI's items | | | | | |
| 1.0 | ENTIRE BUILDING | | | | |
| | Remove and Replace 16 SF of Wall, 1/4 IN thick plaster on concrete | 16.00 | | SF | |
| | Prepare and paint, 360 SF of Wall, 1/4 IN thick plaster on concrete | 360.00 | | SF | |
| 2.0 | FLOOR 1, CONFERENCE R524 | | | | |
| | Remove and replace 32 SF of Ceiling, 2 FT x 4 FT acoustic tile | 32.00 | | SF | |
| 3.0 | FLOOR 1, EXTERIOR REAR | | | | |
| | Prepare and paint, 376 SF of Wall, 1/4 IN thick plaster on concrete | 376.00 | | SF | |
| 4.0 | FLOOR 1, HALLWAY | | | | |
| | Remove and replace, 132 SF of ceiling, 2 FT X 4 FT acoustic tile. | 132.00 | | SF | |
| | Remove and replace, 117 SF of Ceiling, 2 FT x 4 FT acoustic tile | 117.00 | | SF | |
| | Remove and replace, 48 SF of Ceiling, 2 FT x 4 FT acoustic tile | 48.00 | | SF | |
| | Remove and replace, wall base, vinyl 4 IN, 15 FT long | 15.00 | | LF | |
| 5.0 | FLOOR 1, LABORATORY | | | | |
| | Remove and replace, 400 SF of ceiling, 2 FT X 4 FT acoustic tile | 400.00 | | SF | |
| | Remove and replace, 5 SF of Wall, 1/4 IN thick plaster on concrete. | 5.00 | | SF | |
| | Prepare and paint, 320 SF of Wall, 1/4 IN thick plaster on concrete | 320.00 | | SF | |
| | Remove and replace, 9 SF of floor, ceramic tile, 16 IN X 16 IN, stained. | 9.00 | | SF | |
| 6.0 | FLOOR 1, OFFICE | | | | |
| | Remove and replace, wall base, vinyl 4 IN, 18 FT long | 18.00 | | LF | |
| | Remove and replace, wall base, vinyl 4 IN, 10 FT long | 10.00 | | LF | |
| | Remove and replace, 88 SF of ceiling, 2 FT X 4 FT acoustic tile | 88.00 | | SF | |
| | Remove and replace, 104 SF of ceiling, 2 FT X 4 FT acoustic tile | 104.00 | | SF | |
| | Remove and replace, 1 each of Light, fluorescent, recessed Troffer, 4 FT long x 2 FT wide. | 1.00 | | EA | |
| 7.0 | FLOOR 1, OFFICE R511 | | | | |
| | Remove and replace, 24 SF of ceiling, 2 FT X 4 FT acoustic tile | 24.00 | | SF | |
| 8.0 | FLOOR 1, OFFICE R514 | | | | |
| | Remove and replace, 48 SF of ceiling, 2 FT X 4 FT acoustic tile. | 48.00 | | SF | |
| 9.0 | FLOOR 1, OFFICE R516 | | | | |
| | Remove and replace, wall base, vinyl 4 IN, 10 FT long. | 10.00 | | LF | |
| 10.0 | FLOOR 1, OFFICE R518 | | | | |
| | Remove and replace, 16 SF of ceiling, 2 FT X 4 FT acoustic tile. | 16.00 | | SF | |



Project# 107361, Project Title: MUCD009 Permanent Work, Neuroscience and Location: **Urbanización Santa Juanita, Ave. Laurel, Bayamón PR, 00979**

FEMA Damages Cost Proposal

Damage # 305290 , Damage Name [Neuroscience]

| Item No. | Item Description Title / Component Description | Qty FEMA | Cost P/U | Units | Total Cost |
|-------------------------------------|---|----------|----------|-------|------------|
| PW 6467 | | | | | |
| DI's items | | | | | |
| 11.0 | FLOOR 1, OFFICE R522 | | | | |
| | Remove and replace, 1 each of Light, fluorescent, recessed Troffer, 4 FT long x 2 FT wide | 1.00 | | EA | |
| | Remove and replace, 32 SF of ceiling, 2 FT X 4 FT acoustic tile | 32.00 | | SF | |
| 12.0 | ROOF | | | | |
| | Remove and replace, Gutter, commercial-grade, aluminum, 5 IN, 45 FT long | 45.00 | | LF | |
| | Remove and replace, Downspout, commercial-grade, aluminum, 5 IN, 10 FT long | 10.00 | | LF | |
| | Remove and replace, 1,968 SF of Roof, BUR membrane, 4-ply membrane | 1,968.00 | | SF | |
| | Remove and replace, 1,598 SF of metal ribbed roof and 4-ply membrane | 1,598.00 | | SF | |
| Hazard Mitigation Proposal | | | | | |
| 1.0 | Termination Bar at edge of membrane along membrane perimeter | 3,576.00 | | LF | |
| 2.0 | Additional clips to anchor gutters and downspouts | 20.00 | | EA | |
| 3.0 | Additional SBS Modified bituminous membrane | 340.00 | | SF | |
| 4.0 | Water / Mold resistant acoustical Drop Ceiling Tiles | 1,412.00 | | SF | |
| Hazardous Material Abatement | | | | | |
| 1.0 | Asbestos Abatement: Remove and dispose 620 SF of Popcorn Ceiling | 620.00 | | SF | |
| 2.0 | Asbestos Abatement: Remove and dispose 1620 SF of Roofing Material | 1,620.00 | | SF | |
| 3.0 | Lead Abatement: Remove and dispose 50 LF of Lead Base painted concrete | 50.00 | | LF | |
| 4.0 | Lead Abatement: Remove and replace 3 EA lead-painted concrete wheel stops | 3.00 | | EA | |



APPENDIX D – REQUIRED FEDERAL DOCUMENTS

In compliance with federal regulations, all bidders must submit the following documents with their tender documents.

1. Lobbying Certification
2. Limited Denial of Participation (LDP) / Suspension or Debarment Status, Legal Issues, and Conflicts Affidavit.
3. Non-Collusive Affidavit
4. SAM Registration

Please use forms attached in this Appendix D to fill out required documents 1,2 & 3. A bidder who omits any of the required documents may be disqualified.



LOBBYING CERTIFICATION

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 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 or 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, loan, 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 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.

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 _____, of 20____

By:

Type or Print Name

Title of Executing Official

Signature of Executing Official

Name of Organization/Applicant



LIMITED DENIAL OF PARTICIPATION (LDP/SUSPENSION OR DEBARMENT STATUS, LEGAL ISSUES, AND CONFLICTS AFFIDAVIT

By signing this certification, the Proposer certifies to the best of its knowledge and belief that the firm, business, or person submitting the proposal:

a. 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. UCC also may exercise any other remedy available by law.

b. has not within a three-year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, Government of Puerto Rico or local) transaction or contract under a public transaction; violation of federal or Government of Puerto Rico antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

c. are not presently indicated for or otherwise criminally or civilly charged by a governmental entity federal, Government of Puerto Rico, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; including PR Law No. 2 of January 4, 2018, as amended.

d. has not within a three-year period preceding this application/proposal had one or more public transactions (federal, Government of Puerto Rico or local) terminated for cause or default.

e. has any conflict of interest, either direct or indirect, about the *services* sought herein pursuant to federal or state law and regulations.

_____, this _____ day of _____, of 20____



By:

(Name of Firm)

(Signature of Proposer)

(Printed Name of Proposer)

(Position)

Affidavit No. _____

Subscribed and sworn to before me in the city of _____,
this _____ day of _____ of 20____, by _____
of legal age, _____ (civil status), _____
(occupation) and _____ resident of _____,
in RFP his/her capacity as _____ of Proposer, who I
personally know or have identified by his/her _____.

Public Notary



NON-COLLUSIVE AFFIDAVIT

_____, being first duly sworn, deposes and says:

That he/she 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 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 UCC or any person interested in the proposed contract; and that all statements in said proposal or bid are true.

(Name of Firm)

(Signature of Proposer)

(Printed Name of Proposer)

(Position)



Affidavit No. _____

Subscribed and sworn to before me in the city of _____, this
_____ day of _____, of 20____, by _____
of legal age, _____ (civil status), _____
(occupation) and _____ resident of _____,
in RFP his/her capacity as _____ of Proposer, who I personally
know or have identified by his/her _____.

Public Notary



APPENDIX E - ANNEX

- **Annex F.1 – Asbestos Test Results**
- **Annex F.2 – Lead Based Paint Test Results**
- **Annex F.3 & F.3A – Grants Portal Building Photos**
- **Annex F.4 – General Provisions and Required Clauses under Federal and Puerto Rico Laws**
- **Annex F.5 -Cost Proposal**



APPENDIX F - RESPONSE CHECKLIST

RESPONSE CHECKLIST

Note: Before submitting the proposal to this RFP, please review the following:

_____ Did you include a Letter of Intent identifying the name and number of the RFP, date of submittal, signed by an authorized representative of the organization, that states the acceptance of the Terms of Conditions of this RFP, providing the exact business name to conduct business with the Universidad Central del Caribe, Inc., and address, telephone, fax number, e-mail address and SAM Entity Identifier Number?

_____ Do you have an active registration on SAM.gov?

_____ Did you complete and sign Appendix A-Statement of the Bidder?

_____ Did you fully complete Part 1 through 6 in the Statement of the Bidder or submit your own professional summary, Appendix A?

_____ Did you attach the resumes of all firm personnel teamwork (or/and sub-contractors, specialized trades consultants, if any) who will be providing the services?

_____ Did you sign and seal Appendix B-Cost Proposal

_____ Did you include a Cost Estimate Breakdown based on SOW provided in Appendix F-1
Scope of Work?

_____ Did you complete and include required federal documents in Appendix C (Lobbying Certification; Limited Denial of Participation (LDP)/Suspension or Debarment Status, Legal Issues, and Conflicts Affidavit; Non-Collusive Affidavit)?

_____ Did you include a color copy of the engineer's or architect's professional ID (CIAPR / CAAPR License and a copy of the Department of State License?

_____ Did you include a copy of initialed RFP and its appendices? Before signing and submitting the proposal for this project, did you carefully review the Appendix E-Response Checklist