



VIRGIN ISLANDS WATER & POWER AUTHORITY

PR-03-27

Lead Service Line Inventory

Date: 9/24/2026

ADDENDUM II

1. Have any changes been made to the previously issued RFP that we should take into account when preparing our current submission? **Some revisions have been made to the previously issued RFP, including expanding the project to cover the entire territory. Offerors should exercise due diligence by thoroughly reviewing the current RFP and issued addendums to ensure that all revisions are considered when preparing their proposals.**
2. How many service lines are located in St. John, and how many are located in St. Thomas? **St. John has approximately 252 service lines requiring investigation, and St. Thomas has approximately 6,504 service lines requiring investigation.**
3. Does this bidding process correspond to the previously issued RFP, PR-02-25 and PR-03-25? **Yes. This solicitation relates to the projects previously issued under RFP Nos. PR-02-25 and PR-03-25. The scope has since been revised and consolidated into a single territory-wide solicitation.**
4. Is this a new RFP and bidding process that supersedes or replaces the two previously issued RFPs, PR-02-25 and PR-03-25? **Yes. RFP No. PR-03-27 supersedes and replaces the previously issued RFP Nos. PR-02-25 and PR-03-25.**
5. What other companies were invited to this procurement process? **VIWAPA is unable to provide information regarding other companies invited to this procurement process.**
6. Will there be a site visit for the St. John part of the proposal as there were in the past procurement process? **A site visit to St. John can be arranged upon request. The Offeror will be responsible for any related expenses, including travel and lodging.**

7. Regarding the Item “Collect Centimeter accuracy GIS coordinates and photographs”
- Can it be specified the official coordinates Datum of reference that need to be considered, if point elevation are needed and the reference. **The required horizontal coordinate system is NAD 1983 StatePlane Puerto Rico Virgin Islands FIPS 5200 (Feet), using the North American Datum of 1983. Point elevations are required and shall be reported in feet as referenced to the Virgin Islands Vertical Datum of 2009.**
 - Since the specification mention centimeter accuracy, at which point of the meter should be referred (front, center or back)? **Center.**
 - Which kind of coordinates are required, geographical or rectangular? **Geographical.**
8. Will RTK/Network RTK GNSS be the required positioning methodology, or will other survey-grade technologies such as static GNSS, PPK, robotic total station, or a combination thereof be acceptable? **Yes, RTK/Network RTK GNSS is the required positioning methodology.**
9. What field and office quality-control procedures will be required to demonstrate compliance with the specified centimeter-level positional accuracy? **VIWAPA will conduct random spot checks of the data date to verify compliance with the specified accuracy requirement.**
10. Please clarify whether vertical coordinates/elevations are required for each water meter location and, if so, specify the required vertical accuracy and vertical datum. **Please refer to question 8 regarding the vertical datum requirement. Sub foot accuracy is preferred however, sub meter accuracy is also acceptable.**
11. Please provide the complete required attribute schema for each water meter GIS feature, including meter ID, account/customer ID, meter size, type, status, installation date, service address, photos, elevation, and other required attributes. **The complete GIS attribute schema has not yet been finalized. VIWAPA will provide the finalized schema to the awarded Offeror before field data collection begins. For proposal purposes, Offerors should anticipate that the schema will include at a minimum, the attributes listed in the RFP, including, at a minimum, the service address, meter number, inspection date, GPS coordinates and elevation, service line material classification on the utility and customer sides, lead status classification, testing method and results, visible components, required photographs, unsuccessful attempts and field notes. Additional available meter information will be included in the finalized schema, as applicable.**

12. What GIS feature class structure, geometry type, domains, attribute fields, metadata, and symbology standards are required for the final GIS database? **VIWAPA's existing water distribution system data management file will be provided to the awarded Offeror and will serve as the basis for the final GIS database.**
13. Please confirm the required GIS deliverables, including ESRI File Geodatabase, shapefile, GeoPackage, web GIS services, CAD files, CSV coordinate files, and/or other formats. **ESRI File Geodatabase.**
14. Will the VIWAPA provide GIS address data for this project, or would the map need to be populated from local records? **VIWAPA will provide its available GIS address data, which covers approximately 10–15% of the service locations. The remaining address information will need to be populated using available local records.**
15. Did the VI submit the initial inventory with all unknowns? If not, what areas have already been completed and how many true unknowns are there? **Yes. VIWAPA submitted its initial inventory. The quantities included in this solicitation represent the unknown service lines requiring investigation.**
16. Are there any requirements/recommendations from the VI DPNR SHPO regarding the discovery of cultural materials, or any areas that would require archaeological monitoring (i.e., historic districts)? **At this time, VIWAPA has not received any project specific requirements/recommendations from the Department of Planning and Natural Resources State Historic Preservation Office (DPNR SHPO). However, because work will occur within historically areas, including the Charlotte Amalie, Christiansted, Frederiksted, and Cruz Bay Historic Districts, Offerors should anticipate that additional requirements may apply. The awarded Offeror is expected to exercise due diligence and obtain all applicable permits, clearances, and approvals required by the RFP, including those that may be required by DPNR SHPO, DPW, or other applicable agencies.**
17. Please confirm whether the qualifications and relevant experience of the Named Subcontractor may be considered toward meeting the Primary Contractor's qualification requirements. **Yes, the qualifications and relevant experience of the named subcontractor will be considered.**
18. Given the short duration of the contract and firm completion date defined by grant funding, the project will require multiple vac-excavation rigs to achieve the schedule. These required piece(s) of equipment do not exist in the territory at this time and will need to be mobilized from off island to the VI. Whether these resources are purchased or rented by the prime contractor, they will need to be mobilized from off island to the territory, this will be at a significant upfront cost. Will the owner allow a

mobilization of 20% instead of the typical 10% to help assure that off island resources can be mobilized in a timely manner. **An increased mobilization amount may be considered during contract negotiations, provided proper justification is submitted.**

19. The RFP requires the Offeror to obtain all applicable permits and include a firm lump-sum price. Please provide the service-location list and available GIS mapping necessary for the Offeror to determine the applicable permitting jurisdictions, anticipated permit applications, and associated fees. If this information will not be provided before proposals are due, please identify the permits and number of permit applications Offerors should assume for pricing purposes and confirm whether permit fees must be included in the lump-sum price. **The detailed service location list and available GIS mapping will be provided to the awarded Offeror before field mobilization. VIWAPA cannot establish a number of permit applications because the applicable requirements and fees are determined by the respective permitting agencies. Offerors shall contact the appropriate agencies, including DPW, DPNR, and VI DPNR SHPO, to determine the applicable requirements and include all anticipated permitting costs and fees in their proposals. Any permitting assumptions shall be clearly identified.**
20. Who will be responsible for obtaining customer consent, rights of entry, temporary access agreements, or easements necessary to excavate and inspect the customer-owned portion of each service line? Who will be responsible for obtaining customer consent, rights of entry, temporary access agreements, or easements necessary to excavate and inspect the customer-owned portion of each service line? **Most investigations are anticipated to occur within the public right-of-way. Where access to private property is necessary due to obstructions (e.g. gates, fences, etc.) the Offeror will be responsible for coordinating with the customer and obtaining the necessary consent, right of entry, or temporary access agreement before beginning work. Formal easements are not anticipated. Any unsuccessful access attempts shall be documented and reported to VIWAPA.**
21. Will VIWAPA notify customers and coordinate access before field activities, or should the Offeror include customer notification, scheduling, public outreach, and access coordination in its scope and price? **Customer notification, scheduling, and access coordination are included in scope. VIWAPA will provide door hangers to the awarded Offeror for distribution to each property before field investigation begins. Field investigations are expected to occur primarily within the public right-of-way. Where walls, fences, or other obstructions require access to private property, the Offeror shall contact the property owner in advance, coordinate access, and obtain a signed right-of-entry form before entering the property.**

22. What procedures should be followed when a customer refuses access, cannot be contacted, or has a locked or otherwise inaccessible property? Please clarify:

- The number of access or notification attempts required; **The Offeror shall make at least three (3) documented attempts on different days and/or at different times. Each attempt shall be documented to include the date, time, contact method, outcome, and any notice left at the property. Before classifying a location as inaccessible, the Offeror shall notify VIWAPA so that VIWAPA may assist with the final access attempt. These access requirements apply to the customer-owned side of the service line. The VIWAPA-owned side is expected to be accessible from the public ROW and shall still be investigated where customer-side access cannot be obtained.**
- Whether the Offeror will be compensated for unsuccessful visits and return trips; **Cost associated with unsuccessful visits and return trips shall be incidental to and included in the Service Line Identification bid item provided in Addendum 1. No separate payment will be made.**
- Whether such locations may be classified as unknown; and whether documented inaccessible or refused locations count toward payment milestones and 100 percent completion. **After the required attempts are completed, the location may be submitted to VIWAPA as “Unknown-Access Refused or Inaccessible”. Once the supporting documentation is reviewed and accepted, the location may count toward payment milestones and overall project completion.**

23. The RFP requires potholing on both sides of each meter box and also requires the final deliverable to include records review findings. Please clarify the required scope of the records review and whether VIWAPA intends physical excavation at every listed service location regardless of the findings of the records review. **VIWAPA has completed the records review. The service locations included in this solicitation are those that could not be verified through available records and therefore require field investigation, including potholing on both sides of the meter box.**

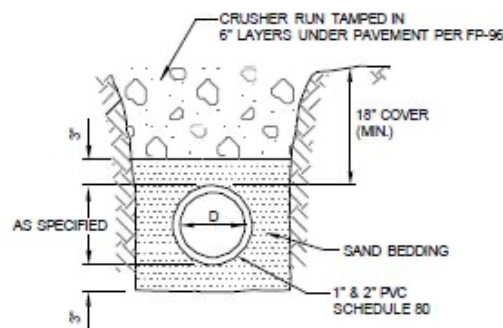
24. Will VIWAPA provide its existing service-line inventory, GIS data, meter records, as-builts, installation records, prior inspection results, and customer or location list before mobilization? Please identify the anticipated format and completeness of these records. **Before mobilization, VIWAPA will provide the awarded Offeror with an Excel spreadsheet of the service locations requiring investigation, including available meter records and GIS location data. The existing service line inventory may also be provided if needed. Other records, including as-builts, installation records, and prior inspection results, will be provided only where available and applicable.**

25. The RFP identifies approximately 9,734 St. Croix service lines and 6,756 St. Thomas-St. John service lines but requests a firm lump-sum price. How will the contract price be adjusted if the actual number of locations differs from the estimated quantities or if listed service locations cannot be found in the field? **Addendum I includes a Bid**

Schedule requiring Offerors to provide unit prices and total costs based on the quantities. If the actual quantities differ, the contract amount will be adjusted using the applicable unit prices. Any listed service location that cannot be found shall be documented and submitted to VIWAPA for verification before the quantity and contract amount are adjusted.

26. Does VIWAPA have an estimate of the number or percentage of locations involving asphalt, concrete, sidewalks, driveways, landscaping, unpaved surfaces, or other restoration types? Please provide the applicable Department of Public Works restoration details or standards the Offeror must use.

VIWAPA does not have an estimated breakdown of the surface conditions at the service locations. The Typical Water Service Connection Trench detail is provided below for general trench and backfill requirements. All disturbed areas shall be restored to their original using materials consistent with the existing surface, including concrete, asphalt, dirt, gravel, etc.



TYPICAL WATER SERVICE
CONNECTION TRENCH

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NOT TO SCALE

27. The RFP references the 2021 Lead and Copper Rule Revisions and EPA Lead Service Line Inventory requirements. Please confirm whether the inventory, data fields, classifications, and final deliverables must also satisfy the current Lead and Copper Rule Improvements requirements. **Yes.**
28. Several provisions appear to relate to demolition or waste-removal work. Please confirm which of the following requirements apply to this lead service line inventory project:

- The \$2 million pollution liability requirement tied to demolition and waste transportation;
- The \$10,000 cashier's check associated with waste-disposal documentation;
- Documentation of equipment's final destination at a licensed facility;
- Oil-spill-response-plan certification; and
- The requirement for a Field Engineer or Technical Advisor responsible for demolition.

This will be addressed during the time of contract execution.

29. The mandatory questionnaire asks about electrical-system modeling, power-system validation, triggered events, and power-generation conditions. Please confirm that these questions are not applicable to this procurement and may be marked accordingly without reducing the Proposal Responsiveness score. **Yes, this is not applicable to this scope and will not affect the Offeror's responsiveness score.**
30. Please confirm whether the survey-grade centimeter accuracy requirement necessitates RTK GNSS equipment and whether VIWAPA will provide access to an existing base station, correction network, required coordinate system, ArcGIS schema, or feature-layer template. **Yes, RTK GNSS equipment is required. VIWAPA will provide access to its base station before field investigations begin. The required coordinate system is NAD 1983 StatePlane Puerto Rico Virgin Islands FIPS 5200 (Feet), with elevations referenced to VIVD09. The finalized ArcGIS schema and Water Distribution System Data Management file will also be provided before field data collection begins.**
31. Because the Offeror is prohibited from operating valves, if a service line is damaged, found leaking, or must be shut off during excavation, please confirm how resulting standby time will be treated. **If a service line is damaged, found leaking, or requires shutoff, the awarded Offeror shall immediately notify VIWAPA. VIWAPA is expected to respond the same day in most cases. If additional time is required, the Offeror may proceed to other investigation locations and return once VIWAPA has addressed the issue. It is important to note that any damage caused by the Offeror shall be repaired at the Offeror's expense.**
32. Please clarify what existing GIS, customer service, meter, parcel, as-built, or other service-line information will be provided by VIWAPA prior to field mobilization. Will VIWAPA provide the service location list referenced in Section 5.2 in an ArcGIS-compatible format, including unique service or meter identifiers, or will the Offeror be responsible for developing the GIS service locations from the information provided? **Before mobilization, VIWAPA will provide the service locations list referenced in Section 5.2 as an Excel spreadsheet, including unique service identifiers and meter numbers. The list will not be provided as a prepopulated GIS feature layer. The awarded Offeror will be responsible for developing the GIS service locations in ArcGIS Online using the information provided. Available existing GIS data, as-builts, and other relevant records will also be provided; however, these records cover only a small percentage of the service lines requiring investigation.**

33. Will VIWAPA provide existing GIS datasets for water mains, service lines, meters, parcels, rights-of-way, and other relevant water distribution assets. **Yes, VIWAPA will provide awarded Offeror with all available GIS datasets for the water distribution system.**
34. Please clarify how service lines should be classified and documented when the required material identification cannot be completed due to inaccessible locations, severe corrosion or damage, site conditions, or other circumstances preventing the required testing. In such cases, will VIWAPA accept an "Unknown" classification supported by the corresponding field documentation and photographs, or will additional investigation be required? **Please refer to Question 22 and 31.**
35. Please clarify whether the ArcGIS Online or ArcGIS Enterprise environment used for field data collection will be provided and administered by VIWAPA, or whether the Offeror is expected to provision and administer the ArcGIS environment for the duration of the project. If the Offeror is responsible for providing the environment, please clarify whether VIWAPA expects the field application, feature services, web maps, dashboards, and associated GIS content to be transferred into a VIWAPA-managed environment upon project completion. **The Offeror shall provision and administer the ArcGIS Online environment for the duration of the project. Upon project completion, all field applications, feature services, web maps, dashboards, attachments, and associated GIS content shall be transferred to VIWAPA's ArcGIS Online environment in coordination with VIWAPA.**
36. Is the scope of the project limited to the collection of Service Line, or does WAPA also envision incorporating the Service Line Data into an existing ArcGIS Utility Network as part of the project? **The project is limited to the collection, verification, and documentation of service line data and associated attributes, including the meter number.**
37. Please confirm whether VIWAPA requires the use of a specific GNSS receiver or whether any survey-grade GNSS equipment capable of meeting the specified accuracy requirement is acceptable. **Any survey-grade GNSS equipment capable of meeting the specified accuracy requirement is acceptable.**
38. Will VIWAPA provide the ArcGIS data schema, feature layers, domains, coded values, required fields, and Lead Service Line Inventory classification structure, or is the Offeror expected to design the GIS data model? **VIWAPA will provide the ArcGIS data schema and available base data, including the locations and addresses requiring investigation. The Offeror shall implement the provided schema and design and configure the feature layers, domains, coded values, field applications, web maps, dashboards, and associated GIS workflows. Any elements not defined in the provided schema, as well as any proposed modifications, shall be submitted to VIWAPA for approval before field data collection begin.**

39. Will field crews collect data directly within VIWAPA's ArcGIS Online/ArcGIS Enterprise environment, or will the Offeror maintain its own ArcGIS environment and periodically transfer the data to VIWAPA? **The Offeror shall maintain its own ArcGIS environment for field data collection and transfer the collected data to VIWAPA's ArcGIS Online environment weekly, with its weekly report.**
40. Please identify the ArcGIS applications expected to be used for field collection (e.g., ArcGIS Field Maps, Survey123, or another application) and confirm whether VIWAPA will provide configured web maps/forms. **ArcGIS Field Maps shall be used for field data collection. The Offeror will be responsible for configuring the required web maps and forms in accordance with VIWAPA's provided schema and subject to VIWAPA's approval.**
41. Please clarify the required frequency and mechanism for transmitting GIS data to VIWAPA. Is real-time synchronization required, or are daily/weekly data transfers acceptable? **Please refer to question 39.**
42. The RFP requires a minimum of five (5) field worker user accounts. Please confirm whether this represents five ArcGIS named-user accounts or a minimum staffing requirement of five field personnel. **The requirement represents a minimum staffing level of five field personnel. The Offeror shall provide sufficient ArcGIS named-user accounts and licenses for all personnel performing field data collection.**
43. Please confirm whether the final GIS deliverable must include only a File Geodatabase (.gdb), or whether additional deliverables such as hosted feature layers, web maps, dashboards, metadata, or ArcGIS Pro projects are required. **The final GIS deliverable should include all GIS content developed for the project, including hosted feature layers, web maps, dashboards, field applications and forms, attachments, metadata, and ArcGIS Pro project files, as applicable.**
44. Please provide the required naming convention, resolution, file format, metadata, and maximum file size for photographs linked to GIS records. **Photographs shall be submitted in JPEG or PNG format with a minimum resolution of 1,280 pixels on the longest side. No maximum file size is specified; however, photographs shall be optimized for efficient upload and storage without reducing the required clarity.**
45. Given that the proposed project is not a construction project, will the required insurance coverage limits remain as specified, or may they be adjusted at the time of contract execution? **This will be addressed during the time of contract execution.**
46. Considering that the project does not appear to involve significant environmental or physical risks associated with the construction of a structure, will Environmental Impairment Liability Insurance and Property Insurance remain mandatory

requirements at the time of contract execution, or may these insurance requirements be waived? **This will be addressed during the time of contract execution.**