



VIRGIN ISLANDS WATER & POWER AUTHORITY

PR-02- 24

**UNDERGROUND ELECTRICAL CONSTRUCTION PROJECT
FEEDER 5A PRIMARY RFP**

Date: March 4, 2024

ADDENDUM I

Site visit scheduled for March 12, 2024, at 9:00am AST. must meet at the front gate of the Randolph Harley Power Plant on St. Thomas.

All visitors must adhere to the following dress code:

- Must have proper identification to be given at power plants
- Must wear closed toe shoes
- Must not wear short pants or tank tops
- Must wear flame retardant shirt

Please complete the visitors form attached and return to contractservices@viwapa.vi on or before March 11, 2024, 10:00am AST.



Virgin Islands Water & Power Authority

Visitors/Contractors

Approval Questionnaire for Visitors/Contractors

One Application Per/Person

1) REQUESTOR INFORMATION

VISITING LOCATION: _____ St. Croix X St. Thomas _____ St. John

VISITOR

Name (Please Print)	Signature	Date

CONTRACTOR

Name (Please Print)	Company	Signature	Date

2) PURPOSE / REASON FOR REQUEST

**Please provide a brief narrative as to the nature of the visit or reason to enter WAPA premises.*

The purpose of the visit is for PR-02-24 Underground Electrical Construction Feeder 5A Primary RFP (Site visit)

Requested Dates for Onsite Visit: Start Date: March 12, 2024 End Date: March 12, 2024

3) APPROVAL / DISAPPROVAL

WAPA Internal Use Only: Authorized Person(s)

☐ APPROVED Power Generation

Name (Please Print)	Position	Signature	Date

☐ **NOT APPROVED** - Reason Not Approved: _____

**All Requestors/Sponsors and designee's need to ensure that all necessary documents are completed properly prior to submittal and must accompany Visitors/Contractors throughout the Authority's facilities to ensure that all Safety Protocols are followed. Project Managers/Coordinators must ensure that Contractors working on-site for extended periods of time adhere to all Safety Protocols.*

Name (Please Print)	Position	Department	Signature	Date