



VIRGIN ISLANDS

WATER AND POWER AUTHORITY

P.O. BOX 1450
ST. THOMAS, USVI
U.S. VIRGIN ISLANDS 00804-1450
TELEPHONE: (340) 774-3552
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March 3, 2020

Lindsay Riello
Haugland Virgin Islands Inc.
18A Estate Havensight
St. Thomas, VI 00803
LRiello@HauglandLLC.com

PR-20-20 East End Substation Restoration and Expansion Project-Phase 2

Dear Ms. Riello:

The Virgin Islands Water and Power Authority hereby request a proposal for East End Substation Restoration and Expansion Project – Phase 2

The Authority shall hold a **MANDATORY** pre-bid conference on **Friday, March 13, 2020, at 9:00 am, AST**, at the Authority's Administrative Conference Room located at 9720 Estate Thomas, 3rd floor, Al Cohen's Plaza on St. Thomas. Offerors are advised that only mandatory pre-bid meeting attendees shall be qualified to move forward during this procurement process.

Please note that the last day for submitting any questions to this proposal is Monday, March 23, 2020, at 4:00 p.m., AST. Responses to questions submitted in accordance with this request for proposal shall be transmitted to qualified Offerors no later than **Friday, March 27, 2020, at 4:00 p.m., AST.**

A complete copy of the proposal must be submitted electronically in PDF format. Transmission must be fully completed on or before 10:00 am, AST, on Friday, April 3, 2020, to me at contractservices@viwapa.vi. Proposals that are received at the specified time and date will be printed and publicly read at 2:00 p.m., AST, at the Authority's Administrative Conference Room located at 9720 Estate Thomas, 3rd floor, Al Cohen's Plaza on St. Thomas. Offerors must provide their Data Universal Numbering Systems Number (DUNS). Please insert the number below and return a copy of this letter with your proposal.

There is no grace period and proposals submitted after the due date and time for submission shall be rejected. If any questions arise concerning this proposal, please contact me at contractservices@viwapa.vi.

Sincerely,

Delores Donovan

Delores Donovan
Manager, Contract Administration

Attachment: Specification w/Attachments
General Contract Terms
Exhibits A, B, C, D & E

Insert DUNS Number: _____