



VIRGIN ISLANDS
**WATER
AND POWER
AUTHORITY**

P.O. BOX 1450
ST. THOMAS, USVI
U.S. VIRGIN ISLANDS 00804-1450
TELEPHONE: (340) 774-3552
FAX: (340) 774-3422

May 13, 2021

Ricardo Alvarez
On-Site Environmental, Inc. & On-Site Consulting, PSC
P.O. Box 308744, St. Thomas, VI 00803
(340) 642-6665
ralvarez@onsitepr.com

PR-21-21 DEMO & FIREWATER PUMP HOUSE CONSTRUCTION

Dear Mr. Alvarez:

The Virgin Islands Water and Power Authority (hereinafter the “Authority”) hereby request proposal for the following services to be performed at the Randolph Harley Power Plant located on St. Thomas, US Virgin Islands:

- (1) foundation demolition
- (2) fuel tank demolition; and
- (3) firewater pump house construction.

The Offeror may provide a proposal for any or all of the three (3) components of the total project. Proposals must be submitted separately for each component and all proposal documents, including bid, payment and performance bonds, must be submitted for each component.

The Authority shall hold a **Non-mandatory Pre-Bid** Meeting on **Friday, May 21, 2021**. **While the pre-bid meeting is non-mandatory, the Authority is recommending that Offerors participate in the meeting. Offerors may join the meeting, which begins at 9:30 a.m., AST by following the below instruction:**

Please join the meeting using your phone.
United States: (978) 990-5000 Access Code: 353-391

In order to access the procurement documents for this project, Offeror must login to <https://fileshare.viwapa.vi/> using the credentials below. We advise Offerors to download all procurement documents immediately.

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Username: PR-21-21-user
Password: I8chv93g

Site visits are optional for Offerors. If requested, site visits will be available to Offeror on either **May 26, 2021 or May 27, 2021**. Anyone interested in attending a site visit must follow the Authority's COVID-19 Protocol, attached as Appendix H to the RFP package of this project. Please be advised that all visitors must comply with the Authority's COVID-19 protocols before entering the facility. Thus, the attached safety requirements should be carefully reviewed, signed, and returned, along with a negative test result, on or before **3:00 p.m. AST, on Tuesday, May 25, 2021** to contractservices@viwapa.vi. Additionally, all visitors must adhere to the following site visit dress code:

- Must have proper identification to be given at power plant
- Must wear closed toe shoes
- Must not wear short pants or tank tops
- Must wear flame retardant shirt
- Must wear a mask and observe social distancing at all times

Please note that the last day for submitting any questions to this procurement is Friday, June 4, 2021 at 3:00 pm, AST. Response to questions submitted in accordance with this request for proposal shall be transmitted to Offerors no later than **Friday, June 11, 2021 at 4:00 p.m., AST**.

A complete copy of Offeror's proposal must be submitted electronically in PDF format. Transmission must be fully completed on or before 10:00 a.m., AST, on Friday, June 18, 2021 to me at contractservices@viwapa.vi. Along with your fully executed Bid Bond, Performance and Payment Bond Commitment Letters from your bonding company must be submitted with your proposal response. Failure to submit any of these documents will be sufficient reason to reject your proposal.

In compliance with the Governor of the Virgin Islands' directive to limit public gatherings, the Authority will not be holding public bid openings. Offerors will however be provided the opportunity, for a period of up to (10) ten days after the opening of the proposals, to review them. Anyone wishing to exercise this option is encouraged to email their request to Contract Administration Division for viewing after the date set for submission. Inspections will be limited to no more than (3) three persons per appointment. Your email request should be sent to contractservices@viwapa.vi Once received, you will be provided with a date and time to review said documents. No walk-ins will be accommodated. Your cooperation is appreciated.

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Demo & Firewater Pump House Construction
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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,

Nicole Aubain

for

Delores Donovan
Manager, Contract Administration

Attachment: Specification w/Attachments (Appendixes A – H)
General Contract Terms with Federal Requirements
Exhibits A-F