Virgin Islands Waste Management Authority
Preserving Paradise

RFP-005-C-2023

VIRGIN ISLANDS WASTE MANAGEMENT AUTHORITY

The Virgin Islands Waste Management Authority is hereby soliciting proposals for **RFP-005-C-2023** for the **Mon Bijou Sewershed Infrastructure Repair Project, St. Croix, USVI.**

Interested parties and prospective respondents may request the complete RFP Package for their review from the Authority by submitting a request confirmation email with contact information for the respective company to sdavid@viwma.org and mvante@viwma.org. All questions pertaining to the scope of services to be rendered should be directed to Ms. Sandra David, Director of Procurement and Property on or before **Wednesday, February 1st, 2023.** Responses to questions will be forwarded in the form of an Addendum to those parties who have confirmed interest by formally requesting the bid package.

Virgin Islands Waste Management Authority
Procurement and Property Division
3200 Demarara
St. Thomas, VI 00802
Tel: (340) 715-9170
Fax: (340) 715-9179
sdavid@viwma.org or mvante@viwma.org

Proposals will be submitted electronically in PDF Format bearing the respective RFP Number: RFP-005-C-2023 to sdavid@viwma.org and mvante@viwma.org on or before Friday, March 17th, 2023 at 12:00 PM.. Atlantic Standard Time.

The Virgin Islands Waste Management Authority reserves the right to waive any non-substantive informalities, technicalities, irregularities, and/or reject any or all qualifications and proposals/bids; or to re-advertise for proposals/bids, and to award or refrain from awarding the contract for the work.

Roger E. Merritt, Jr.
Executive Director

VIRGIN ISLANDS
WASTE MANAGEMENT AUTHORITY
Request for Proposal - Negotiation

RFP-005-C-2023

Pursuant to the Procurement Policy and Procedures issued by the Virgin Islands Waste Management Authority, proposals will be accepted for the work described below electronically to sdavid@viwma.org and mvante@viwma.org until **Monday, February 6th, 2023 at 12:00 P.M. Atlantic Standard Time.**

DESCRIPTION OF WORK

The Virgin Islands Waste Management Authority is requesting proposals from qualified firms for the following:

MON BIJOU SEWERSHED INFRASTRUCTURE REPAIR, ST. CROIX, USVI

SCOPE OF SERVICES: ATTACHED

EVALUATION & NEGOTIATION PROCEDURES:
The Executive Director of the Virgin Islands Waste Management Authority will appoint a Selection Committee to assist in the evaluation and selection of the Contractor or Contractors. Accordingly, current data on qualifications and performance should be submitted with proposals. After reviewing the qualifications and proposals, the Committee will select for discussions from the firm/s or person/s **deemed to be the most highly qualified companies or persons, in terms of experience, equipment and cost of services to provide the services herein required.** Discussions will be conducted successively and severally with the firms or persons so selected regarding the anticipated concepts and the relative utility of alternative methods of approach for furnishing the services required.

FACTORS FOR DISCUSSIONS:

Evaluation Factors	Total Points
Technical	
Professional Qualifications	10
Responsiveness & Project Approach	30
Previous Project Experience	20
Resource Availability	20
Pricing	
Pricing	20
Total	**100**

ORAL INTERVIEWS:
Respondent may be required to participate in an oral interview. The oral interview will be a panel comprised of members of the Evaluation Committee. Respondent may only ask questions that are intended to clarify the questions that they are being asked to respond. Each Respondent's time slot for oral interviews will be determined randomly. Respondents who are selected shall make every effort to attend. If representatives of VIWMA experience difficulty on the part of any Respondent in scheduling a time for the oral interview, it may result in disqualification from further consideration.

NEGOTIATION:
The Selection Committee shall recommend to the Executive Director **the lowest responsive, responsible firms or persons with whom the contracts shall be negotiated.** The Director or Designee, with the assistance of a Negotiation Committee, shall negotiate contracts with such firms or persons.

Should the Authority be unable to negotiate satisfactory contracts with the firms or any of them considered to be the most qualified, at a price he determines to be fair and reasonable to the Authority, negotiations with those firms will be formally terminated. Negotiations will then be commenced with the next most qualified, the third most qualified or additional firms, in order of preference and their competence and qualifications, and shall continue until agreements are reached.

INSTRUCTION TO PROPOSERS
Information provided in the scope of work is to be used only for purposes of preparing a proposal. It is further expected that each proposer will read the scope of work with care, for failure to meet certain specified conditions may invalidate the proposal.

The Virgin Islands Waste Management Authority reserves the right to reject any or all proposals or any portion thereof and to accept the proposal or proposals deemed most advantageous to Authority. Price shall not be the sole criterion for awarding contracts for this project. Scope and quality of work proposed and the ability of the proposer to satisfactorily complete this type of work shall be considered.

Applicants are required to submit proposals based on the appended scope of work. Alternative proposals recommending new procedures and technology other than that requested in the scope of work will receive consideration providing such new procedures and/or technology is clearly explained. Any exceptions to the requirements requested herein must be clearly noted in writing and be included as part of the proposal. However, the Authority, in its sole discretion, reserves the right to determine that such new procedures or technology is not responsive to this RFP.

The information contained herein is believed to be accurate but is not to be considered in any way as a warranty. Request for additional information clarifying the Scope of Work should be directed in writing to **Ms. Sandra David, Director of Procurement & Property**.

STATEMENT OF PURPOSE
Mon Bijou Sewershed Infrastructure Repair, St. Croix, USVI

SUBMISSION OF PROPOSALS
Proposals shall be received electronically as follows:

Ms. Sandra David
Director, Procurement & Property
V.I. Waste Management Authority
sdavid@viwma.org
RFP-005-C-2023

WITHDRAWALS OF PROPOSAL
A proposal may be withdrawn at any time prior to the time specified as the closing time for acceptance of proposals. However, no proposal shall be withdrawn or canceled for a period of ninety (90) days after said closing time for acceptance of proposals nor shall the successful proposer withdraw or cancel or modify his proposal, except at the request of the Authority after having been notified that said proposal has been accepted by Authority.

INTERPRETATION OF SPECIFICATIONS
If any person contemplating submitting a proposal requires clarification of any part of the scope of work, he/she may submit to the Authority a written request for an interpretation thereof to **Ms. Sandra David, Director of Procurement & Property.** The person submitting the request will be responsible for its prompt delivery. Any interpretation of the scope of work will be made in writing to all prospective proposers. Oral explanations will not be binding.

CONSIDERATION OF PROPOSAL
This RFP does not commit the Authority to the award of a contract or contracts, nor pay any cost incurred in the preparation and submission of proposals in anticipation of a contract. The Authority reserves the right to reject any or all proposals and to disregard any informality and/or irregularity in the proposal when, in its opinion, the best interest of the Authority will be served by such action.

ACCEPTANCE OF PROPOSALS
The Authority will notify in writing acceptance of one or more of the proposals. Failure to provide any supplementary documentation to comply with the submitter's proposal may be grounds for disqualification.

CONTENTS OF PROPOSAL
The following is a list of information to be included in the written proposal. Failure to comply with all the requirements as outlined may disqualify the proposer.

1. Introductory letter about the applicant:
   a. Firm Name, address, fax and telephone
   b. Type of service for which Firm is qualified.
2. Organization:
   a. Names/addresses of Principals of Firm.
   b. Names of key personnel with experience of each and length of time in organization.
   c. Number of staff available for assignment. (Local & Off-Territory)
   d. Copy of Articles of Incorporation
   e. Copy of Certificate of Resolution
   f. Copy of valid Business License

3. Outside consultants that will be retained for this project and percentage of work to be sub-contracted.
4. Project experience:
   a. List of completed projects of similar type and estimated cost of each.
   b. Current projects underway; scope; percentage completed to date and estimated cost of each.
5. Project References: (including a notarized written consent from the authorized representative which must include name; telephone number; e-mail address and facsimile number).
6. Project Approach: Describe how you will approach this project and availability to perform the services requested.
7. List of Equipment & Resources Available to Use for Project Execution
8. Price

CONFLICT OF INTEREST

A Proposer filing a proposal hereby certifies that no officer, agent or employee of the Authority has a pecuniary interest in this proposal or has participated in contract negotiations on behalf of the Authority; that the proposal is made in good faith without fraud, collusion, or connection of any kind with any other Proposer for the same request for proposals; the Proposer is competing solely in its own behalf without connection with, or obligation to, any undisclosed person or firm.

LICENSE REQUIREMENT

An award will not be made to any firm or individual doing business in the Virgin Islands to perform work with the Authority until evidence is submitted that the said firm or individual has a valid V.I. Business License to do business in the Virgin Islands. Proposers must submit hard copy of a valid V.I. business license within ten (10) working days after award.

All Proposers submitting as Joint Ventures must be licensed as a Joint Venture in the Virgin Islands.

FEDERAL REQUIRMENTS

Federally funded contracts shall comply with the requirements of the federal program under which the funds were awarded, and the requirements outlined in Title 2, CFR Part 200 of the Unified Administrative Requirements **(Attachment 1).**

EQUAL OPPORTUNITY CLAUSE

The Contractor hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the regulations of the Secretary of Labor at 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained from the federal government or borrowed on the credit of the federal government pursuant to a grant, contract, loan insurance, or guarantee, or undertaken pursuant to any federal program involving such grant, contract, loan, insurance or guarantee. During the performance of this contract, the Contractor agrees as follows:

(1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

(4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: *Provided,* That if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the

failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

CLEAN AIR ACT & FEDERAL WATER POLLUTION CONTROL ACT

The Contractor hereby agrees to will comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387.

CONTRACT WORK HOURS AND SAFETY

The Contractor hereby agrees to comply with the provisions and requirements in accordance with 40U.S.C. 3702 and 3704 (29 CFR Part 5).

REQUIRED DOCUMENTS

COMPREHENSIVE LIABILITY INSURANCE: The successful Proposer will be required to obtain and have in place the required Comprehensive Liability Insurance at a minimum of One Million Dollars ($1,000,000). Insurance policy(ices) shall name the Authority as **"Additional Insured".** The successful Proposer must provide to the Authority a valid insurance certificate within ten (10) working days after award.

WORKERS' COMPENSATION: Within ten (10) working days after award of project the successful Proposer must submit a copy of their certificate providing that the firm and its agents are covered by Workers' Compensation Employer's Liability.

Social Security Number (SSN) or Employer Identification Number (EIN): The successful respondent will be required to provide an official copy of their SSN or EIN.

DUNS Number: The successful respondent will be required to provide documentation showing its DUNS.

FAILURE TO PROVIDE THE CERTIFICATES WITHIN THE STATED TIME PERIOD MAY RESULT IN THE PROPOSAL DEEMED NON-RESPONSIVE AND MAY BE IMMEDIATELY DISQUALIFIED WITH NO FURTHER CONSIDERATION GIVEN FOR A POTENTIAL AWARD OF THE CONTRACT.

REQUIREMENTS FOR CORPORATIONS:

1. ARTICLES OF INCORPORATION
2. CERTIFICATE OF CORPORATE RESOLUTION
3. CERTIFICATE OF GOOD STANDING

THESE WILL BE REQUIRED PRIOR TO AWARD OF CONTRACT.

BASE COST SHEET

The undersigned contractor proposes to furnish all labor, tools, materials, equipment, miscellaneous supplies and incur any other costs as may be required to perform the scopes of work, subject to all the conditions as set forth in the project scope of work.

Instructions: For Section 1, the respondent should complete the position, Number of Staff, fully burdened Hourly Rate, Estimated Hours per Week and calculate the Estimated Total in the chart below. For Section 2, the respondent should provide the weekly or monthly amount as requested, times the corresponding number of weeks or months to provide the estimated total.

These costs are being provided for purposes of evaluating bids and determining reasonable cost for these items. Depending on the structure of the winning bidder's response, not all costs may ultimately be included in the final contract.

Position	# Of Staff	Hourly Rate	Estimated Hours per Week	Estimated Timing	Estimated Total
Section 1					
Project Manager					
Architect					
Structural Engineer					
Civil Engineer					
Mechanical Engineer					
Registered Surveyor					
Landscape Architect					
Cost Estimator					
Clerical/Administrative					
Other Anticipated Position:					
Other Anticipated Position:					
Other Anticipated Position:					
Other Anticipated Position:					

SUBTOTAL	**N/A**	**N/A**	**N/A**	**N/A**	
Section 2 – Other Expenses					
Travel, Housing, and Per Diem (weekly lump sum)			N/A		
Other Necessary Costs (Please itemize on a separate sheet)					
SUBTOTAL – Other Expenses	**N/A**	**N/A**	**N/A**	**N/A**	
TOTAL	**N/A**	**N/A**	**N/A**	**N/A**	

PLEASE PRINT OR TYPE NAME & THEN SIGN BELOW

NAME:_____

TITLE:_____

COMPANY:_____

SIGNATURE: _____ **DATE:** _____

Attachment 1

Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of $10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be affected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended - Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the

Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) - Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See § 200.323.

(K) See § 200.216.

(L) See § 200.322.

Mon Bijou Sewer Shed Infrastructure St. Croix, VI
Scope of Work for
Architectural & Engineering

Project Description:
Mon Bijou sanitary sewer collection system is in northcentral St. Croix, U.S. Virgin Islands and it is comprised of over 25,000 linear feet of sewer lines ranging from 4 to 21 inches in diameter. These sewer lines primarily run, along homes on Cashew Drive, Frangipani Park, Sour Sop, Mango Lane, Genip Drive, Mesple, Guava Berry and Sugar Apple Court, Tamarind Street, Mango Lane, Goose Berry Streets. In the Frangipani area (north section of Mon Bijou), the sewer lines primarily run, along homes on Bougainvillea Drive, Poinsettia, Croton Lane, and Hibiscus Streets. Most of the wastewater is collected and transported via gravity to the Mon Bijou Pump station and then it is pumped to the Mon Bijou Interceptor (MBI). The MBI transport the wastewater via gravity to the Bethlehem Interceptor (BI) where the wastewater is transported via gravity to the Harold Thompson Wastewater Treatment Plant.

Comment:
The replacement of VIWMA's sewers have been approved by FEMA as part of the Prudent Replacement. The 2017 hurricanes adversely affected various components of the wastewater infrastructure in St. Croix. Wastewater is a critical service and therefore allows the Territory to use the provisions of the Bipartisan Budget Act (BBA, 2018) to address the wastewater system, including pre-existing damage. The BBA enables FEMA to assist in restoring disaster-damaged critical facilities or systems to an industry standard without regard to pre-disaster conditions.

Project Area:
The project area *(attached Mon Bijou Sewer Shed - Sewer Map drawings)* is as follows:

a) Mon Bijou housing community (see - *Sewer Map drawing page #3)*
b) Frangipani area {(north section of Mon Bijou) - see - *Sewer Map drawing page #4*}
c) The housing community west of Highway 73 {(Mon Bijou road) - *Sewer Map drawing page #3*}
d) Candido Guadalupe public housing community on Body Slob South Road (see - *Sewer Map drawing page #2)*
e) Mon Bijou Interceptor, MBI (*Sewer Map drawing page #3)*

The sewer infrastructure locations as described in the project area (items "a" thru "e)" are located within the Mon Bijou sewer shed.

The **MBI** sewer lines ranging from 10 to 21-inches in diameter, starts from Plot #44 Mon Bijou to Midland Road (by bridge) to the field east/southeast of John Woodson Junior High School and then along Mon Bijou Bin Site to Jean Romney Memorial Drive (JRMD). From JRMD, it continues through the field west of Charles H. Emmanuel School to the intersection of east airport road and the Queen Mary Highway (QMH) where it connects to the **BI (** *Sewer Map drawing pages #/2/#3)*.

The sewer lines within the housing community west of Highway 73 and the Candido Guadalupe public housing community on Body Slob South Road are on Mon Bijou Road where it connects to the **MBI** (*Sewer Map drawing pages #/2/#3).*

Scope of Work:

The Scope of Services (SOS) under this contract will include providing personnel and equipment for the Virgin Islands Waste Management Authority (VIWMA) for design services to upgrade and improve sewer infrastructure:

a) Manholes
b) Gravity and force main sewer lines
c) Wastewater pump station

1. There are approximately 4.7 miles (25,000 linear feet) of gravity sewer lines, 4 to 21-inches in diameter, 141 manholes and 894 laterals to be evaluated and rehabilitated.

2. Evaluate existing force main location and provide alternative alignment which is more accessible for maintenance. This 8-inch diameter force main leaves the Mon Bijou Pump station, through the Rama Lane (Estate Glynn), then to a transition manhole located in front of Plot/Building #5151 (corner of Mango Lane - Mon Bijou - *Sewer Map drawing page #6*).

The SOW requests preparation of plans, specifications, and cost estimates for improvements and rehabilitation of the wastewater infrastructure for the Mon Bijou Sewer Shed Infrastructure Rehabilitation (Mon Bijou Sewer shed) project. Plans will be developed as per coordination efforts with VIWMA and as per the approved Environmental Document that is to be developed.

The SOW will include engineering and design for infrastructure improvements to all wastewater infrastructure, manholes, laterals, gravity sewers, force main, and pump station located within the mentioned project area. The SOW also includes identification of all underground infrastructure within the project area. The A/E firm shall prepare a Preliminary Design Report (PER) and the Final Design Documents (FDD) consisting of drawings, specifications and other documents to address the requirements of a complete bid package for the entire proposed wastewater project. Additionally, these documents shall identify design features, program modifications, project schedules, all utilities installed in the project area, and a statement which identifies the need for additional data, surveys or tests.

The A/E firm will coordinate with all utilities, Virgin Islands Next Generation Network (VINGN), Water and Power Authority (WAPA), Department of Public Works (DPW), Liberty Wireless, VIYA, and other applicable underground utilities and acquire the approval in writing to VIWMA on all required documents associated with all aspects of the design. Currently, efforts are underway for the design of roadway and drainage improvements along the entire Northside Rd / Highway. Additionally, designs are in progress to underground the electrical transmission and distribution, replace and improve water distribution, and install a new underground fiber to the home (FTTH) network throughout the entire project limits. As part of the proposal, the A/E firm shall include a coordination plan and considerations for the effort required. The following documentation attached to the RFP will be available to all respondents, and prospective firms:

1. VIWMA recommends using the QGIS Program to view the locations of manholes and sewer alignments on the GIS files while developing the proposal.
2. GIS Files - Sewer gravity lines, manholes and Force Main.
3. Draft preliminary roadway and drainage plans (PDF)
4. Draft preliminary electrical plans (PDF)
5. Draft scope for water system improvements
6. Draft scope for proposed FTTH network
7. VIWMA Sewer-line Details
8. VIWMA Specifications (Index 1 & 2)

Conceptual Scope of Work:

The conceptual scope of work includes:

1. Developing a Hydraulic & Hydrology Study for the project area
2. Rehabilitation of 4.7 miles (25,000 linear feet) of gravity sewers in the Mon Bijou sewer shed wastewater collection system
3. Rehabilitation of 141 manholes in the Mon Bijou sewer shed wastewater collection system
4. Analysis of existing and design for 894 laterals in the Mon Bijou sewer shed wastewater collection system
5. Design alternate alignment for (provision for easy access for maintenance):
   a) The 8-inch diameter force main
   b) The 6-inch diameter gravity lines between the homes
   c) The 10 - 21-inch MBI

Additional Related Scope Items:

1. Topographic, ownership/cadastral, geotechnical, environmental, and permitting surveys
2. System analysis of project area
3. Hydraulic analysis of project area (flow measurement data within sewer system)
4. Project Recommendations based on surveys and analysis completed

Tasks to be Accomplished:

A. Provide complete existing conditions analysis, topographic survey, land/parcel survey and establish the public Right-of-Way.
B. Perform H&H Study Report.
C. Provide Engineering Analysis and Feasibility Study.
D. Provide finalized project Scope of Work description and detailed schedules including dates with project milestones.
E. Evaluate existing sewer line alignments especially the 8-inch force main, 6-inch diameter gravity lines between the homes, 10 - 21-inch MBI, and provide improved access for maintenance.
F. Develop and engineer all underground infrastructure, equipment and materials specifications.
G. Develop preliminary engineering plans, specifications and estimates for any necessary environmental documents.
H. Prepare environmental documents as per HUD, FEMA, and NEPA requirements and as per National Historic Preservation Act Section 106 and Section 4(f) of the Department of Transportation Act of 1966 for approval. A/E firm cannot proceed with final design until NEPA/Environmental Planning and Historic Preservation (EHP) process is completed and environmental documents approved.
I. A/E firm shall ensure that all survey, right of way, and final design plans are established using the NAD 83 Datum. A/E firm shall establish 2 permanent control points.
J. Develop and Prepare presentation plans and exhibits and conduct at least three public meetings and hearings. ***Three (3) public meetings (Design Public Meetings) will be held to inform the public and to receive and consider their comments. These meetings will occur prior to the design scope being fully defined and before the engineering is about 60% complete. (At this point, operational and physical impacts on adjacent private properties are well estimated)***
K. Identify required permits, prepare applications and follow through to issuance of permits.
L. Coordinate with all local utility agencies and prepare draft utility agreements.
M. A/E firm shall submit final plans, specifications and engineer's cost estimate on electronic file (AutoCAD, Microsoft Office Suite and PDF format).

N. Fully executed work products are expected within 365 days of contract execution and mobilization. Additional time extensions will require justification and approval by VIWMA prior to continued engagement post contract end date.
O. Awarded A/E Firm will be responsible for providing necessary updates to final documentation as necessary as well as feedback, clarification and engagement support during the Construction Solicitation Phase & Construction Phases through to completion.

WMA Responsibilities:

VIWMA will be responsible for aiding the selected contractor during the engagement process:

a. Grant of Entry
b. Site Clearing
c. Field Surveys & Visits
d. Providing existing drawings/photographs
e. Traffic Control
f. Public Notices & Community Engagement