

**INSULAR ABC 'S INITIATIVE
DEFERRED MAINTENANCE REDUCTION PROGRAM
St. Thomas / St. John School District
Monday, December 7, 2015**

REQUEST FOR PROPOSAL FOR STRUCTURAL DESIGN SERVICES

**DMRP-RFP – STTJ-002; STRUCURAL DESIGN FOR ADDELITA CANCRYN & JOSEPH
SIBILLY ELEMENTARY SCHOOLS**

To engage and retain a locally licensed Structural Engineer to thoroughly Investigate, Document, Develop and Prepare Design & Construction Documents and Specifications to address the structural deficiencies and conditions at the above two schools as identified and cited in the Insular ABC's Initiative Phase III Task Findings and Recommendations prepared by Martin & Chock, Inc. in the Structural Summary Report dated October 2015:

Specifically the structural design shall include the following buildings and conditions:

Addelita Cancryn Junior High School: Building No 8 administration & Library

Joseph Sibilly Elementary School: Building No. 9 C

These facilities have been cited with a range of structural and non-structural deficiencies posing a high Critical Health and Safety Risk to all of the facility's occupants and users. The objective is to eliminate all such structural deficiencies and risk as currently in these structures..

1. The selected licensed structural engineer (individual or firm) shall document all field conditions, surveys, design all concrete repair details, design all pre-stressing tendon repair details and prepare all project required specifications.
2. The selected individual or firm shall be responsible to perform limited Contract Administrative Services as it pertains to the review, inspection and certification of all work performed for compliance and conformance with the approved project design and specifications documents.
3. The selected individual or firm shall perform all further and necessary investigative work to determine the total extent of the structural deficiencies as highlighted in the above cited Structural Summary Report but shall not rely only upon that document as the only basis for developing the requisite design and construction specifications for the project.
4. Provide a draft set of project design and specifications documents for the owner's review and input prior to completion of the work effort.
5. Furnish five (5) Complete Sets of all final Project Design & Specifications Documents

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6. Attached hereto please find a copy of all relevant and pertinent Owner Exhibits associated with these buildings and facilities, including but not limited to Photographs, Report Excerpts, Preliminary Scopes of Work, Etc..
7. Proposer shall itemize all cost contemplated with each of the schools and buildings as itemized above.
8. Engineer's proposals shall include provisions For Photographic Record and Documentation of conditions Before, During and After construction; Periodic Inspections During Construction and Final Certification of Completed Work in accordance with project Specifications.
9. A Pre-Proposal Submission Site Visit will be conducted as follows:

Site Visit: Addelita Cancryn Junior High School
DATE: Wednesday, December 16, 2015
TIME: 10:00 P.M

Site Visit: Joseph Sibilly Elementary School
DATE: Wednesday, December 16, 2015
TIME: 1:00 P.M

- 10. Proposal Closing Date: Tuesday, December 22nd, 2015**
- 11. Closing Time: 4:00 PM Atlantic Standard Time**

12. The Proposal shall consist of a Qualification Statement, which shall contain the following at minimum:
 1. Firm Name, Mailing Address, Telephone, E-mail and Fax Number;
 2. Year Established and any Former Names;
 3. Types of Services for which firm is Qualified;
 4. Name of Principals of the Firm and States in which Firm/Principal is Registered (A principal of the firm must be registered in the U.S. Virgin Islands);
 5. Names of key personnel who will be assigned to this project and their resume of education and experience;
 6. Office staff available for this assignment and their qualification;
 7. Sub-consultants proposed for this assignment and their qualifications;
 8. Current workload: Scope, Cost, Percent completed, Both as Prime and Subcontractor;
 9. List of selected completed projects, their scope and cost, and name, telephone number of owner's representative we can contact;
 10. Narrative description of your approach to this project, your anticipated projected schedule and any unique or unusual circumstances you anticipate with this project.

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PLEASE SUBMIT FIVE (5) COPIES OF YOUR PROPOSAL.
PROPOSALS SHALL BE SUBMITTED IN A SEALED ENVELOPE ADDRESSED
AS FOLLOWS:

**Mr. Anthony D. Thomas, Director Of Procurement
Division of Procurement
Department of Education
1834 Kongens Gade,
St. Thomas, U.S. Virgin Islands**

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CONTRACTUAL REQUIREMENTS

All bid proposals and subsequent contract and supporting documents (if selected) must reflect the legal name of entity. Supporting documents that must be submitted prior to contract execution and within the time established by the Government shall include, but not be limited to, the following:

- (1) **Certificate of Resolution**, as to the authorized negotiator and signer of a contract.
- (2) **Current Virgin Islands Business License** issued to the legal name of record of the entity by the Government of the Virgin Islands, Department of Licensing and Consumer Affairs.
- (3) Current original **Certificate(s) of Good Standing/Existence**, in legal name of the Contractor by the Virgin Islands Office of the Lt. Governor, Division of Corporations and Trademarks.
- (4) Certificate of Issuance or Renewal of Trade Name issued by the Virgin Islands Office of the Lt. Governor, Division of Corporations and Trademarks, if applicable.
- (5) **Articles of Incorporation or Organization**, as applicable; or documents governing operation.
- (6) **Certificate of Liability Insurance** indicating proof of coverage of **Professional Liability Insurance** and **General Liability/Public Liability Insurance** - each of no less than [One Hundred Thousand Dollars and Zero Cents (\$100,000.00)] for any one occurrence. The Contractor must provide a **Certificate of Liability Insurance** and **Declaration/Endorsement** pages that indicating that the Government of the Virgin Islands, Department of Education, is as “**certificate holder**” and an “**additional insured**” on the **General Liability/Public Liability Insurance**. The Professional Liability Insurance must cover the services to be provided under the contract.
- (7) Certificate of Government Insurance/Copy of Certificate providing firm/agents are covered by Workers' Compensation Employee's Liability.

Please note the above-referenced documents are subject to modification at the Government's discretion.

Any silence, absence, or omission from the contract specifications concerning any point shall be regarded as meaning that only the best commercial practices are to prevail.

All contractual documents including insurance certificates/policies must be kept updated and maintained throughout the term of the contract



Helber Hastert & Fee

Addelita Cancryn Junior High School

Date: 3/8/2013

0 25 50 100 150 200 250 Feet



ADDELITA CANCRYN JUNIOR HIGH SCHOOL BUILDING 8

Existing Conditions:

Building 8 (Administration and Library Building) is a two-story building with a partial basement. The basement and first floor are framed with reinforced concrete columns, walls, and one-way slabs. The second floor framing consists of metal deck with concrete topping over structural steel open-web joists and wide flange beams and girders. The roof is hipped and framed with metal decking over structural steel beams.

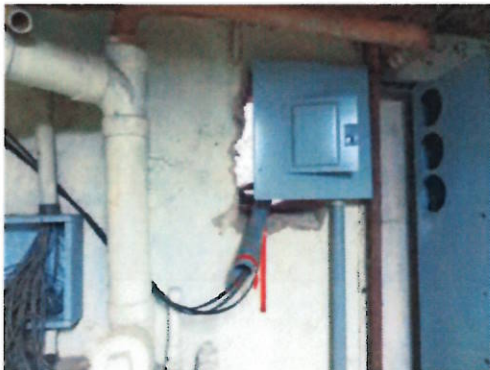
The basement is divided in two areas: one on the west end of the building under the library and one on the east end of the building under administrative offices. Both basement areas are independently accessed and there is no direct connection between the two. On the west area of the basement, moderate spalls were observed on the underside of the first floor slab and beams. Reinforcing was found exposed and moderately corroded. Two thirds of the west portion of the basement house a cistern that, although full of water, is reported to be abandoned. Only a small spall was observed on the underside of the slab above the cistern. The condition of the retaining walls and slab-on-grade at the cistern could not be assessed due to the water.

On the east area of the basement, moderate to severe spalls with exposed reinforcing were observed throughout the underside of the first floor slab. The spalls were extensive and in some cases, the reinforcing bars (bottom bars) have totally corroded away leaving the slab unreinforced for large portions along its span. An area of severe spalling was also observed on an area of the slab where utility piping has been run through the slab. The perforations for the pipes are oversized and reinforcing that was cut was not adequately trimmed back and patched. Hence, slivers of slab in between the pipes have spalled and broken apart from the slab. A large spall was also observed at one of the retaining walls. No damage was apparent on the top of the slab-on-grade. It was reported by the principal that the east portion of the basement floods regularly (an over-sized and unsealed utility opening was found on the top of one of the walls).

Recommended Scope of Work:

- 05 At the west portion of the basement, patch all concrete spalls per approved concrete repair procedures.
- 06 At the east portion of the basement, shore portions of the slab where bottom-reinforcing bars have lost more than 20% of their cross section.
- 07 At the west portion of the basement, patch all concrete spalls per approved concrete repair procedures. Replacement of bottom bars may likely be required over large portions of the slab where existing bars have lost more than 20% of their cross section. Where spalls occur around pipe penetrations, it is recommended that portions of the slab around the pipes be saw cut and replaced.
- 08 A licensed structural engineer shall design all concrete repair details and prepare all required specifications.
- 09 Address drainage issues at trench between the east portion of the building and the adjacent 2-story access ramp structure per Civil Engineer's recommendations.

ADDELITA CANCRYN JUNIOR HIGH SCHOOL BUILDING 8

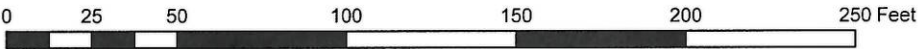




Helber Hastert & Fee

Joseph Sibilly Elementary

Date: 3/8/2013



JOSEPH SIBILY ELEMENTARY SCHOOL BUILDING 9

Existing Conditions:

Building 9 is a two-story building of mixed construction. The building is located on a site with a pronounced slope. The first floor consists of single-block concrete masonry unit (CMU) columns and CMU walls (walls are retaining walls on south and east sides of the building) supporting cold-formed steel joists and beams with plywood sheathing. Above the second floor, the framing transitions to wood and consists of single wall construction and sawn lumber roof trusses. Wood sheathing occurs above the trusses.

The single-block CMU columns on the west were observed to have severe cracking that extends across the majority of the cross section. It is unknown whether the columns are grouted. Since these are single-block columns, the extensive cracking is considered a life safety item.

Recommended Scope of Work:

- 01 Provide shoring as required at the second floor cold-formed steel joist and beams at locations where CMU columns exhibit cracking.
- 02 Replace existing 8"x16" single-block CMU columns with new 16-inch square CMU columns: Demolish existing column from top of foundation to underside of second floor framing. Install vertical reinforcing dowels at top of foundation. Use acrylic-based adhesive to install reinforcing dowels. Install new column longitudinal and transverse reinforcing bars (longitudinal reinforcing bars to lap with vertical reinforcing dowels). Erect and grout new column (use running bond for placing blocks).
- 03 Alternatively, replace the existing 8"x16" single-block CMU columns with cast-in-place reinforced concrete columns of equal size. See item #2 above for additional information.
- 04 Connect existing cold-formed steel joists and beams to top of new column with metal connectors (clips, straps, etc.).
- 05 A licensed structural engineer shall design all column replacement details and prepare all required specifications.

JOSEPH SIBILY ELEMENTARY SCHOOL BUILDING 9

