

April 1, 2019

4:30 p.m.

**PRDE (ER)- 2019-02
ADDENDA #2**

PRDE hereby issues Addenda #2 to RFP No. **PRDE (ER)- 2019-02** answering questions submitted to recovery@de.pr.gov.¹ Additional answers will be published. **PRDE encourages all potential proposers to frequently visit www.de.pr.gov for updated to the RFP information.**

1. Can the PRDE provide an updated org chart of the Agency (PRDE) showing the location of it's Recovery Office within the PRDE' organizational structure?

The Office of Infrastructure and Reconstruction reports to the Office of the Secretary.

2. What is the status (completed, in progress, pending) of the damage assessments reports for the schools and facilities to be included in the program?

The damage assessments for Category E works are in progress.

3. Is the PRDE the legal owner of the schools and facilities to be included in the program?

The PRDE has been delegated the authority to be the entity who will carry out all recovery efforts for all public schools affected by Hurricane Maria.

4. If the PRDE is not the legal owner of the buildings and the facilities to be included in the program, are there legal mechanisms in place enabling the PRDE to be the recipient of the federal funds required to run the program?

The PRDE has been delegated the authority to be the entity who will carry out all recovery efforts for all public schools affected by Hurricane Maria.

5. Is the structure of the PMO described in the organizational chart provided on the RFP's page #9 mandatory or can it be modified, as might be necessary, to optimize the operations of the proposed organization?

The structure of the PMO described in the organizational chart provided on the RFP's page #9 can be modified, as might be necessary in collaboration with the PRDE, to optimize the operations of the proposed PMO.

6. Could you please clarify any differences between "Key Staff" (mentioned on RFP p. 49), "Key Personnel" (mentioned on RFP p. 30), "Key roles," or "Key executives" (both mentioned on RFP p. 44)? Are "Key executives" considered "Key Staff"?

¹ This document was corrected April 2, 2019, to reflect that this is Addenda #2.

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Please note the terms are used interchangeably.

7. Is there a specific Eligibility Certificate that must be submitted in response to the RFP? Or must it only be submitted if a proposer is awarded the contract? There is an Eligibility Certificate referenced in point N (Tab 14) on page 41 of the RFP, but it is unclear if it is required to be included in the proposal or if it is required after a proposer has been selected.

If selected, Proposer will be required to provide the documents and certifications requested in Section II, subsection 3.1 prior to the execution of the contract.

8. On page 56 (Sample Price Proposal Form), what does reference to "investment in the Puerto Rican industry" refer to?

The reference on Page 56 refers to Puerto Rico Acts No. 14 of 2004 and Act No. 42 of 2018.

9. On RFP page 6, it notes that "Required appendixes" are excluded from the proposal 50-page limit, and then notes that "Required appendixes" are Forms 1 through 10. However, for example, Tab 17 (Audited Financial Statements) are not considered Forms 1 through 10, so it appears that they would count toward the 50-page limit. Thus, 3-years' worth of audited financial statements could potentially take up dozens of pages of the 50-page limit. Could we receive confirmation of exactly which tabs count toward the 50-page limit?

The 50-page limit excludes Tab 2, Tabs 4 through 14, Tab 17, Tab 18, Tab 19, Tab 21 and Tab 22. Resumés are also excluded from the page limit.

10. Was the omission of Tab 15 from the Proposal Checklist on RFP p. 52 an error?

Tab 15 was reserved.

11. **Reference:** RFP Sub-section VII.3.H says in the first paragraph that proposer must provide "... minimum of three (3) references from programs of similar scope and magnitude for which the Proposer is currently providing services similar to the services required herein or has provided such services within the last 5 years." However, the last sentence of that same sub-section and Form 5, Appendix IV, indicates 3 years.

QUESTION: Will PRDE clarify whether the references should be for work within a five (5) or three (3) year period?

The last sentence of the third paragraph under Tab 8 on page 36 of 93 shall read:

References outside the ten (10) years will also receive a score of zero (0) points.

12. **Reference:** RFP pg. 89 "The Proposer hereby agrees that any design, model, software, programming or product developed under the contract shall become the intellectual property of the Government of Puerto Rico, who shall have absolute rights over such property. The

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Proposer shall have no intellectual property rights or otherwise over the products and the documentation. Therefore, the product may be used by any other Government Agency without additional payment to the Proposer.”

QUESTION: Will PRDE please clarify that this only applies to intellectual property wholly developed under this contract using contract funds, and contractors preexisting intellectual property remains the property of the contractor?

Unless otherwise agreed to in writing, contractors preexisting intellectual property remains the property of the contractor.

13. **Reference:** RFP Section VIII. EVALUATION COMMITTEE AND PROPOSAL REVIEW refers to Item “E. Cost Proposal”.

QUESTION: Will PRDE please clarify that this Item should be correctly identified as “F. Cost Proposal”?

Correct, item E on page 45 of 93 should be identified as “F. Cost Proposal.”

14. **Reference:** RFP Section II. GENERAL INVITATION, Item 6. SUBMISSION OF PROPOSALS, states “Proposals (including any attachments or appendixes but excluding REQUIRED appendixes) should not exceed 50 one sided pages. *Required appendixes are those forms listed in the Submittal Checklist of Appendix IV (Form 1 through 10).*”

QUESTION: Will PRDE please confirm that the tab dividers are not included in the page count?

Tab dividers are not included in the page count.

15. **Reference:** RFP Section II. GENERAL INVITATION, Item 6. SUBMISSION OF PROPOSALS, states “Proposals (including any attachments or appendixes but excluding REQUIRED appendixes) should not exceed 50 one sided pages.

QUESTION: Will PRDE confirm that an organization chart on a single 11x17 sheet will count as one page?

Organization chart on a single 11x17 sheet will count as one page.

16. Regarding the proposal submittal address (RFP pages 1 and 39): Which submittal address data should be followed since the two addresses detail slightly different information regarding the street name (Calle Federico Acosta or Federico Costas)?

150 Calle Federico Costas

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17. On pages 6 and 51 of the RFP it states that there is a 50 single-sided page limit, but double-sided printing is encouraged. Can we provide 50 double-sided print pages? Also, is the occasional 11x17 page permitted as-needed to demonstrate information?

While double sided printing is encouraged for environmental purposes, each side of the paper will count towards the 50-page limit. The occasional 11x17 page permitted as-needed to demonstrate information. Note Item #9 above for excluded Tabs from the page limits.

18. Without clearly defined scope, budget and schedule parameters, a firm fixed price will not be interpreted consistently by all bidders. Is the intent to score the price proposal based on hourly rates? (RFP pages 34 and 56).

Yes.

19. Do key staff resumes count towards the 50-page maximum page limit?

No.

20. Are all Forms 1 through 10 excluded from the 50-page maximum page limit?

Yes.

21. Are 11 X 17 size pages allowed **in moderation** for organizational chart and project schedule?

Yes.

22. Will PRDE provide a total cost of the program to be managed?

As of the date of publication of the RFP, the estimated amount to restore PRDE schools and facilities is at least \$10,000,000,000. This number contemplates all projects for the full life of the recovery program. As the relevant entities continue to evaluate the damages the estimated amount may be adjusted accordingly.

23. Contract duration under which the PM will be providing its services.

Page 16 of 93 - The Department intends to award a three-year contract, to one (1) or more Proposers for the services requested in this RFP. The term of the contract is expected to commence as soon as the contract is executed by the PRDE and the selected Proposer and end on or before December 31, 2022 subject to annual budget appropriations by the Department, with two (2) one-year optional extensions, unless terminated earlier. In accordance with Section II of this RFP, the Department reserves the right to award a shorter-term agreement and/or to include additional voluntary contract renewal options

24. Do joint venture partners of the proposing entity need to submit audited financials?

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Yes.