

## **FREQUENTLY ASKED QUESTIONS (FAQs)**

### **Construction Administration Consultancy Services for the**

#### **1. Arima Hospital**

#### **2. Penal Hospital and Rehabilitation Centre**

#### **3. Point Fortin Hospital**

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#### **1. *What is the purpose of this Request for Proposal?***

The purpose of this Request for Proposals is to identify and contract a suitably qualified and experienced Consulting Firm with the necessary resources to provide Construction Administration Consultancy Services for the Refurbishment and Outfitting of each hospital, namely, 1)) Arima Hospital, Penal Hospital and Rehabilitation Centre and 3) Point Fortin Hospital.

#### **2. *What is the recommended team composition?***

At a minimum, the proposed team should comprise the following ten (10) key human resources:

1. Project Administrator (1)
2. Structural Engineer (1)
3. Mechanical (HVAC) Engineer (1)
4. Mechanical (Plumbing, Fire Protection) Engineer (1)
5. Electrical (HV/LV) Engineer (1)
6. Field Supervisor (1)
7. Electrical Engineer (Information and Communication Technology and Fire Alarm & Security) (1)
8. HSE Supervisor (1)
9. Quantity Surveyor
10. Administrative Manager (1)

#### **3. *Are Proponents required to submit a Bid Bond with their Proposals?***

Proponents are not required to submit a Bid Bond with their Proposals.

#### **4. *Would proposals submitted by Joint Ventures be acceptable?***

Proposals submitted by Joint Venture (JV) entities would be acceptable providing that the following is included in their Proposals:

1. Joint Venture Guarantee
2. Joint Venture Agreement (executed)

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3. Audited Financial Statements, Litigation History and Experience of each member
4. Other related documents identified in the RFP.

#### **5. *Please provide a brief description of the Services to be provided.***

The Construction Administration Consultant will be required to perform the role of “Engineer” as described in the FIDIC Conditions of Contract for Plant and Design-Build 1999 (“Yellow Book”). These services will encompass Design Reviews, Quantity Surveying Services, Construction Administration Services and Quality Management Oversight and Close-out in respect of the services to be provided by a Design-Builder or Designer and Builder.

#### **6. *What experience is the Proponent required to demonstrate?***

Proponents are required to demonstrate experience in the provision of Construction Administration Consultancy Services on projects of a similar nature defined as follows:

1. Hospital Construction / Extension
2. Facilities with complex MEP systems (e.g. industrial plants, R&D facilities, laboratories, airports)
3. Specialized Construction (prisons, recreational facilities, hotels)
4. Institutional Construction (schools, fire stations, police stations)
5. Administrative Buildings, warehousing.

Greater consideration would be given for

- Provision of Construction Administration Consultancy Services on a general hospital a children’s hospital, or a hospital with significant specialist facilities in which the Proponent has provided the full range of Construction Administration Consultancy Services.

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**7. *Must all professionals be registered to provide services in Trinidad and Tobago?***

Engineers and Architects being proposed for the Project shall be required to provide evidence of current registration with the Board of Engineering of Trinidad and Tobago (BOETT), and the Board of Architecture of Trinidad and Tobago (BOATT), respectively.

**8. *What financial documents must be submitted?***

Proponents must submit independently certified audited financial Financial Statements (for companies) and Accountant's Reports (for partnerships and sole proprietors only) for the last three (3) years, for each member that comprises the Proponent.