THE URBAN DEVELOPMENT CORPORATION OF TRINIDAD AND TOBAGO LIMITED (UDeCOTT)

REQUEST FOR PROPOSAL

PROVISION OF A ROOF STRUCTURE AND ANCILLARY WORKS AT THE ARIMA OPEN MARKET

The Ministry of Rural Development and Local Government through the Urban Development Corporation of Trinidad and Tobago Limited, (UDeCOTT) is desirous of constructing a Roof Structure for the Arima Open Market via Modified Design Build Services

In this regard, the Ministry of Rural Development and Local Government through UDeCOTT invites suitably qualified and experienced entities to submit proposals for PROVISION OF A ROOF STRUCTURE AND ANCILLARY WORKS AT THE ARIMA OPEN MARKET.

The successful contractor shall be chosen using a competitive selection process as set out in the Request for Proposals (RFP). Proponents will be required to demonstrate adequate experience in the provision of similar services as defined by the RFP. Proponents are advised that submissions must include ALL the documents as set forth in the RFP. Failure to do so may result in disqualification.

INSTRUCTIONS FOR PURCHASE OF RFP PACKAGE

The tender process for this project will be conducted via UDeCOTT's E-Tender System. To participate, proponents must be registered on the E-Tender System. **Proponents already registered on the E-Tender System are not required to do so again**.

To register, proponents are required to complete the Vendor Registration. To do so, vendors are required to go to UDeCOTT's website at www.udecott.com, place the cursor over the **tenders menu** at the top of the page, then select **E-Tender portal** in the drop-down list. Once registered, an automated email will be sent to the registered email account directing the proponent to activate their E-Tender account.

Once the account is activated, the proponent will then be allowed access to view the RFP on the E-Tender System.

Should you encounter any technical difficulties in accessing or using the system, you are to immediately contact our IT Helpdesk at 225-4004 ext. 206 or etenderhelpdesk@udecott.com, carbon copying the Secretary of the Tenders Committee at tendersecretary@udecott.com.

To download the RFP package, you will then be required to select and purchase the RFP **via online payment**. The cost of the RFP package is **TT$750.00 VAT Inclusive**.

A **Site Visit** and **Pre-Submission Meeting** will be held **at the Arima Open Market, situated at Pro Queen Street, Arima** on **February 5th at 10:00 a.m.**

SUBMISSION

Proponents are advised that submissions must include ALL the documents as set forth in the RFP and must be in accordance with the terms therein.

Failure to do so may result in disqualification.

Proponents are advised that **only PDF** files can be uploaded onto the E-Tender platform. The responsibility for file conversion resides with the Proponent and failing to submit proposals in PDF format may result in disqualification.

The deadline date for submissions is **March 2nd, 2021 at 2:00pm (AST)**.

Additional information may be requested through email forwarded to the attention of **The Secretary, Tenders Committee** at tendersecretary@udecott.com.

UDeCOTT reserves the right to reject any or all proposals for failure to comply with any mandatory requirements stated in the RFP.

SECRETARY, TENDERS COMMITTEE

SCOPE OF SERVICES

PROVISION OF ROOF AND ANCILLARY WORKS AT THE ARIMA OPEN MARKET- MODIFIED DESIGN BUILD SERVICES

This project include design and construction of foundations; erection and installation of steel structures for stanchions, beams, and frames; installation of cladding and roof covering made of corrugated sheets as well as installation of rainwater goods, that is capping, flashing, guttering and downpipes.

PROVISION OF ROOF STRUCTURE AT THE ARIMA OPEN MARKET

VIA MODIFIED DESIGN-BUILD PROJECT DELIVERY

I. OBJECTIVE

The Arima market at Pro Queen Street, Arima is in dire need of covering as vendors are subject to the vagaries of the weather conditions while plying their various trades.

The project would include, but not limited to: design and safe execution of foundations, erection and installation of appropriate steel structures for stanchions, beams, and frames; installation of cladding and roof covering made of corrugated sheets, installation of rainwater goods (that is but not limited to, capping, flashing, guttering and downpipes), provision of Washroom and handwashing area in compliance to COVID 19 standard guidelines and regulations, and full reinstatement after project delivery.

The purpose of this User Brief is to provide a detailed description of the user to guide Proponents in the preparation of their responses to the Request for Proposal (RFP) for the Provision of Roof Structure and Ancillary Works at the Arima Open Market (herein referred to as "Project").

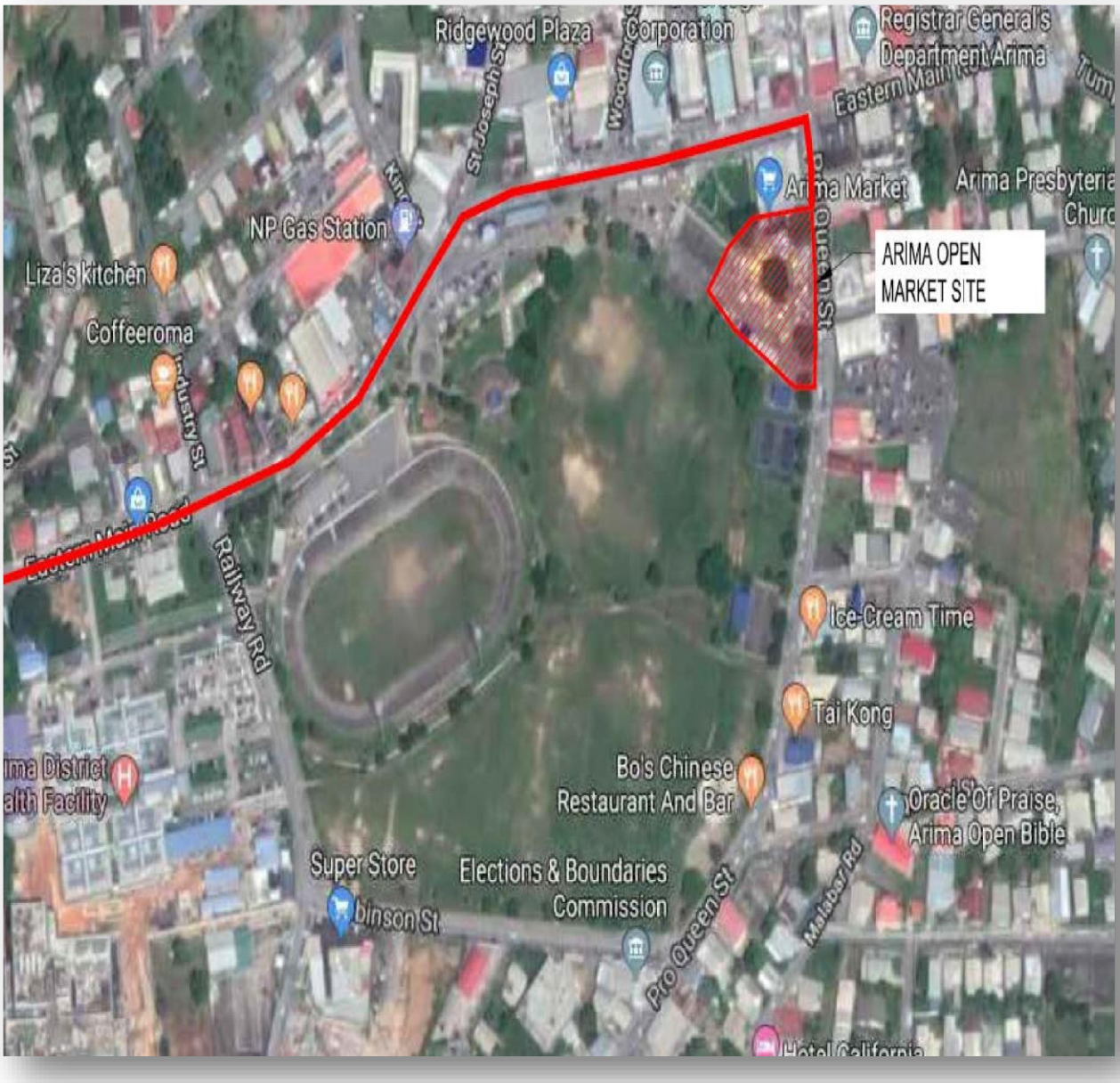
This User Brief shall be read in conjunction with the following appendices and shall be used as a guide by the Proponents in developing their proposals:

- **Appendix 1 - Architectural Conceptual Design**

The project shall be completed within <u>six (6) months</u> upon execution of an award of contract.

II. THE SITE

The Arima market at Pro Queen Street, Arima as highlighted in red below:



III. GENERAL:

a) The Modified Design-Build ("MD-B") Contractor shall conduct all the necessary investigations, studies and analyses, and prepare final designs and all required drawings and calculations for the successful delivery of roof structure at the Arima Open Market. These will then serve as the groundwork for the subsequent construction stages.

b) Duration of each service/works is in calendar days, inclusive of Saturdays, Sundays and public holidays.

c) Units of system shall be metric, unless otherwise directed by the Client.

d) All sketches, drawings, calculations, materials lists, bills of quantities, methodology, reports, and project schedules shall be submitted in both hard copy and digital format (electronic copy) via CD-ROM or any portable storage device e.g. USB flash drive.

Submittals	Hard Copy	Electronic Copy
Sketches and Drawings	minimum acceptable sheet size is 11" x 17"	AutoCAD 2010 (or above) and PDF
Project Schedules	minimum acceptable sheet size is 11" x 17"	MS Project 2010 (or above) and PDF
Reports, analysis, charts	minimum acceptable sheet size is 8.5" x 11" or as appropriate (colour printed on one side only)	MS Word or/and MS Excel and PDF
Photography	Should be included in the report or as appropriate (colour printed on one side only)	JPEG and PDF
Presentation	As appropriate (print on one side only)	MS PowerPoint and PDF

e) All designs and drawings must adhere to, respect and compliment the integrity of the adjacent buildings. **The preservation/protection/retention of the adjacent building, characteristics, appearance, features and aesthetics is a mandatory requirement.**

f) All designs and calculations shall be prepared in accordance with, and in compliance with, the guidelines, regulations and statutory requirements of all Governmental Statutory and Regulatory Agencies, which include:

a) Town & Country Planning Division (TCPD)
b) Regional Corporations
c) Ministry of Works and Transport (MOWT) – Designs Branch, Highways Division, Traffic Management Branch, Drainage Division, and other applicable Divisions
d) Water and Sewerage Authority (WASA)
e) Trinidad and Tobago Electricity Commission (T&TEC)
f) Port of Spain City Corporation
g) Local Health Authorities
h) Occupational Safety and Health Authority (OSHA)
i) Trinidad and Tobago Fire Services Authority
j) Environmental Management Authority (EMA)
k) Telecommunications Services of Trinidad & Tobago (TSTT)

g) The codes and standards to be used in the designs are listed below at a minimum. The MD-B Contractor may propose other codes and standards as long as same is acceptable to the guidelines, regulations and statutory requirements of all Governmental Statutory and Regulatory Agencies of Trinidad and Tobago.

Architectural Designs

- Uniform Building Code (UBC) 1997
- National Fire Protection Association (NFPA)
- Uniform Fire Code (UFC) 2000 - Uniform DO 58 Structural Fire Code
- Underwriter's Laboratories Inc. (UL)
- National Electrical Manufacturer Association (NEMA)
- Americans with Disabilities Act Accessibility Guidelines (ADAAG)
- American National Standards Institute (ANSI)
- International Building Code (IBC) – Latest Edition

Structural Engineering Designs

Local Codes and Standards as per Ministry of Works and Transport (Design Engineering Branch)

- Vertical Loads: ASCE 7 - 05

- Earthquake Loads

  IBC 2009
  ASCE 7-05
  Refer to Seismic Research Unit website http://www.uwiseismic.com/Maps.aspx for Hazard Maps of Trinidad and Tobago

- Wind Loads

  ASCE 7 - 05
  (Trinidad 117mph, Tobago 130mph – 3 sec. Gust for Trinidad and Tobago)

- Reinforced Concrete Designs

  ACI 318-05 for IBC 2006

- Structural Steel

  AISC 341 – 05 including Supplement No. 1 dated 2006
  AISC 360 – 05
  AISC 358 - 05 including Supplement No. 1 dated 2009

- Structural Masonry

  ACI 530-05
  ASCE 5-05
  TMS 402-02

- General Requirements for Seismic Structural Design:

  1. Every structure and every portion thereof shall, as minimum, be designed, detailed and constructed to resist the effects of seismic ground motions. Additionally all detailing must be in accordance with the material standards referred to in the Code used for the particular force resisting systems.

  2. Where code prescribed wind design produces greater effects, seismic design detailing requirements and limitations pre- scribed in the approved codes IBC 2009 shall be followed.

  3. A continuous load path, with adequate strength and stiffness shall be provided which will transfer all forces from the place of application to the resisting elements.

4. Where calculations include the results from a computer program, the following information must be submitted:-
    i. A labelled drawing of the complete structural model used to represent the structure in the computer-generated analysis;
    ii. At the discretion of the building official, a presentation/demonstration of the use of the program for the design shall be required;
    iii. Input Data shall be provided via a printout from the structural program used;
    iv. Where the structural design is generated via the computer software/programme, hand calculations or detailed spreadsheets for each typical Primary structural element must be provided, as required by the building official.

<u>International Codes (Latest Edition)</u>

- International Building Code (IBC)
- American Society of Civil Engineers - ASCE 7-95 Minimum Design Loads for Buildings and other structures – Live Loads and Wind Loads
- BS 8110:Part 2, Structural Use of Concrete
- Uniform Building Code (UBC)
- 2000 Uniform Structural Fire Code (UFC)

<u>North America Codes</u>

- ACI - American Concrete Institute
- ACI - American Concrete Institute publications to be utilized in the design of concrete and masonry structural elements in accordance with the requirements of IBC 2006 and ASCE 7:
- 318-05: Building Code Requirements for Structural Concrete and Commentary
- 530-05: Building Code Requirements for Masonry Structures and Commentary
- AISC - American Institute of Steel Construction publications to be utilized in the design of structural steel structural elements in accordance with the requirements of IBC 2006 and ASCE 7:
- 303-05: Code of Standard Practice for Steel Buildings and Bridges
- 325-05: Steel Construction Manual – Thirteenth Edition
- 327-05: Seismic Design Manual
- AISI - American Iron and Steel Institute
- ANSI - American National Standards Institute
- ASTM - American Society for Testing and Materials
- ASCE - American Society of Civil Engineers

Mechanical Engineering Designs

- AMSE B31 Standards of Pressure Piping
- ASME B16 Standards of Pipes and Fittings
- ASHRAE American Society of Heating, Refrigerating and Air-
- Conditioning Engineers, Inc.
- ASHRAE 55 Thermal Environmental Conditions for Human Occupancy
- ASHRAE 90.1 Energy Standard for Buildings except Low-Rise Residential
- Buildings
- ASHRAE 62.1 Ventilation for Acceptable Indoor Air Quality
- ICC IC 2007 2007 Supplement to the International Codes
- ICC IFC 2006 2006 International Fire Code
- ICC IPC 2006 2006 International Plumbing Code
- ICC IMC 2006 2006 International Mechanical Code
- ICC IFGC 2006 2006 International Fuel Gas Code
- ICC IECC 2006 2006 International Energy Conservation Code
- ICC IWUIC 2006 2006 International Wildland-Urban Interface Code
- ICC IEBC 2006 2006 International Existing Building Code
- ICC IPSDC 2006 2006 International Private Sewerage Disposal Code
- NFPA 10 Standards on Portable Fire Extinguishers
- NFPA 13 Standard for the Installation of Sprinkler System
- NFPA 15 Standard water spray fixed systems for fire protection
- NFPA 14 Standard for the Installation of Standpipes and Hose Systems
- NFPA 22 Water Storage Tank Systems
- *Trinidad and Tobago Bureau of Standards*

Electrical Engineering Designs

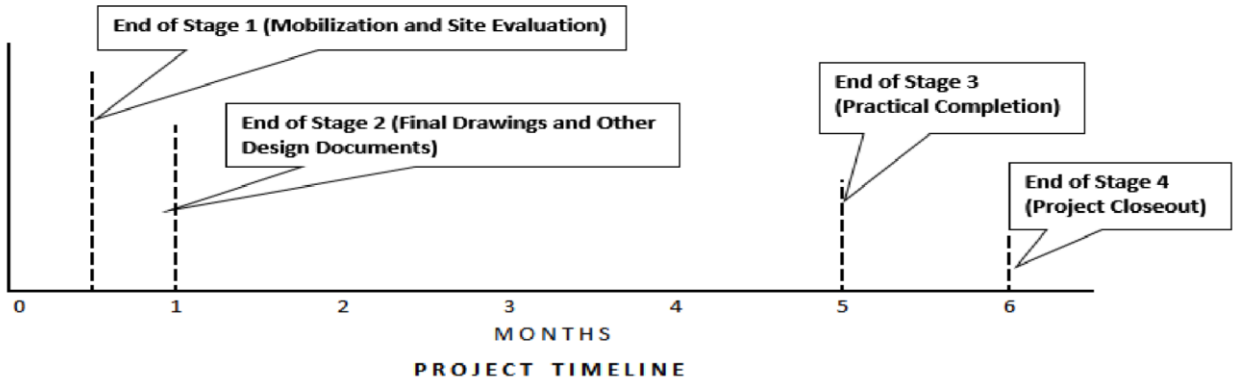
- IBC International Building Code
- TTBS Trinidad and Tobago Bureau of Standards
- TTS-171 Trinidad and Tobago Electrical Wiring Code
- ANSI C34.2 Substation Transformers and Rectifier Units
- ANSI C37.13 Low Voltage AC Breakers
- ANSI C37.14 Low Voltage DC Breakers
- ANSI C37.16 Low Voltage Breakers and AC Protectors
- ANSI C57.12.01 Transformer - General Requirements for Dry Type Distribution
- ANSI C63.12 Electromagnetic Compatibility
- ANSI C7.14 Stranding of Conductors
- ANSI C80.3 Electrical Metallic Tubing, Zinc-Coated

- ICEA Class H Flexible Cables
- IEEE 730 Software QA Plans
- IEEE 830 Recommended Practice for Software Requirements Specifications
- NEC 2008 National Electrical Code
- NFPA 70 National Electric Code
- NFPA 72 National Fire Alarm Code
- NFPA 780 Standard for the Installation of Lightning Protection Systems
- UL 96A Lightning Protection
- IEEE Std 1100 Powering and Grounding Electronic Equipment

- *Trinidad and Tobago Bureau of Standards*

MD-B SERVICES STAGES AND DURATION

SERVICE STAGE	DESCRIPTION OF SERVICES	DURATION
STAGE 1	Mobilization and Site Evaluation	- 2 weeks upon receipt of Letter of Award
STAGE 2	Final Drawings and Other Design Documents	- One (1) month upon receipt of Letter of Award.
STAGE 3	Execution Stage (Restoration/Construction)	- Five (5) months Construction works, and will end upon confirmation of Practical Completion by UDeCOTT
STAGE 4	Project Close Out and PostConstruction	- 1 month Project Closeout i.e. Snagging, Testing and Commissioning; - 12 months DNP and will start upon issuance of Taking Over Certificate, and will end upon issuance of the Performance Certificate to the Contractor and successful financial close-out



PROJECT TIMELINE

STAGE 1: MOBILIZATION AND SITE EVALUATION

(DURATION: 2 weeks upon receipt of Letter of Award)

Provide evaluation of the Site and its existing facility as it relates to the development and completion of final design documents.

Stage 1 Goals:

1. Site Evaluation to establish the extent of the current deterioration and damage to the buildings as needed in finalizing existing design drawings.

Stage 1 Designated Services:

- Submission of Mobilization Plan.

- Environmental Studies and Geotechnical Investigation Reports
  - ☐ Determination of need or requirements for environmental and subsurface monitoring, investigation, assessment and/or impact statements.

- Risk Assessment Report
  - ☐ Risk Identification and Assessment, detailing the probabilities and severities of all identified risks;
  - ☐ Risk Management Impact and Control Action;
  - ☐ Recommendation and way forward.

Stage 1 Deliverables:

- Contractor's mobilization on site;
- Geotechnical Investigation Report;
- Environmental Reports;
- Risk Assessment Report;
- Photographs.

STAGE 2: FINAL DRAWINGS AND OTHER DESIGN DOCUMENTS

(DURATION: One (1) month upon receipt of Letter of Award)

Prepare, complete and submit final design documents consequent to assessment and reports provided.

Stage 2 Goals:

a) Complete all required documentations necessary for execution.
b) Submission and obtainment of all required statutory approvals.

Stage 2 Designated Services:

1. Final Design Drawings
    a) Architectural (elevations, sections, 3D rendering, perspective);
    b) Structural (Substructure and Superstructure) inclusive of Roofing System / Rainwater Goods;
    c) Life Safety/Fire Detection and Suppression (in compliance with Fire Services Authority);
    d) Electrical;
    e) Plumbing;
    f) Civil Works / Site Development / External Works,
    g) Any other drawings required for the successful delivery of the project.

2. Design Documentation – Design Calculations, Technical Specifications, Fabrication Drawings, Installation Methodology, list of preferred materials, etc.

3. Presentation Services include presenting design development drawings as required.

Stage 2 Deliverables:

1. Submission of final design documents (3 copies and e-copy) which includes, but should not be limited to final design drawings, design calculations, Design Criteria and Technical Specification / Recommendations / Guidelines to the:
    - Architectural (plans, elevations, sections, 3D rendering, perspective);
    - Structural (Substructure and Superstructure) inclusive of Roofing System/Rainwater Goods;
    - Life Safety/Fire Detection and Suppression (as required by Fire Services Authority);
    - Electrical;
    - Plumbing;

- Civil Works / Site Development / External Works;
- Any other drawings required for the successful delivery of the project.

2. Submission and obtainment of Statutory Approvals as stated in Page 4(f) (whenever if required and in compliance to law). If not available at the moment, the acknowledgement receipt from the Statutory Authorities (as an evidence of application) is acceptable.

STAGE 3: EXECUTION STAGE (CONSTRUCTION/RESTORATION)

(DURATION: 5 months Construction/Restoration works, and will end upon confirmation of Practical Completion by UDeCOTT)

UDeCOTT will provide Contract Administration/FIDIC Engineer of the project, while the MD-B Contractor will execute the works in conformance with the approved drawings and specifications, within stipulated time and budget.

The MD-B Contractor shall also provide the necessary technical support, supervision by qualified professionals, and inspection with UDeCOTT as required prior to next phase of each activity, to ensure project is quality wise, within time and not exceeding the budget.

During weekly progress meetings, the MD-B Contractor shall provide a two (2) week lookahead schedule. This schedule shall show the work accomplished during the prior week, and work activities to be accomplished for the following two (2) weeks. If there are activities not completed within the two (2) week look-ahead schedule, the MD-B Contractor shall undertake all means possible to complete those line item tasks within the time-frame required by the Engineer, without any additional cost or time extension.

The Contractor shall institute a quality assurance and control system to demonstrate compliance with the requirements of the Contract. The system shall be in accordance with the details stated in the Contract. The Engineer shall be entitled to audit any aspect of the system and make alterations to the quality inspection documents and make recommendations of checklist documents prior to inspections to improve the efficiency of the quality audits. Also, Contractor to indicate the non-destructive test to be performed by an independent testing agency to be approved by UDeCOTT.

Monthly progress reports shall be prepared by the MD-B Contractor and submitted to the Engineer in three (3) hard copies and one (1) electronic copy in a format approved and accepted by the Engineer. The first report shall cover the period up to the end of the first calendar month following the Commencement Date. Reports shall be submitted monthly thereafter, each within five (5) days after the last day of the period to which it relates.

STAGE 4: PROJECT CLOSE OUT AND POST CONSTRUCTION

(DURATION: One month Project Closeout; 12 months DNP, Period of engagement of this stage will end upon issuance of the Performance Certificate to the Contractor and successful financial close-out)

Provide administration and spearhead closing out of the project. Further, provide professional representation of continuation basis for the project until end of Defects Notification Period.

Stage 4 Designated Services and Deliverables:

1. Participate and provide report to all testing and fine tuning of all Contractor Supplied plant and equipment;
2. Conduct testing & commissioning to all Contractor-Supplied plant and equipment;
3. Conduct snag listing exercise;
4. Conduct final inspections;
5. Submit As-built drawings;
6. Quality inspection test and results;
7. Submit Operation & Maintenance manuals;
8. Submit Facility Maintenance Management plan;
9. Submission of Warranties/Guarantees;
10. Submission of Training Modules and conduct of Training ;
11. Submission of final approval certificates from statutory authorities;
12. Prepare and submit final taking over report;
13. Conduct fortnightly visits during Defects Notification Period (DNP);
14. Provide solution to defects arising during DNP;
15. 15. Prepare and submit detailed project close-out report.

FREQUENTLY ASKED QUESTIONS (FAQs)

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

The purpose of this Request for Proposal is to identify and contract a suitably qualified and experienced Contractor with the specialised expertise necessary to undertake the Project.

2. **What is the Location of the site?**

The location of the Arima Open Market is at Pro Queen Street, Arima.

3. **Date and Time of Pre-submission Meeting and Site Visit?**

Friday 5 February, 2021 at 10:00 a.m.

4. **Are there any eligibility requirements for this Procurement Process?**

In order to be eligible for evaluation and/or consideration to provide the Works, Proponents must be able to demonstrate the following:

- Incorporation or otherwise registered to do business in Trinidad and Tobago **prior** to the award of any contract for the provision of the Works, as evidenced by the Certificate of Incorporation or Registration (as applicable),
- Submission of Annual Return – 2020 (2021 if applicable)
- Submission of valid statutory clearance/compliance certificates, namely,
  - VAT Clearance Certificate
  - BIR Clearance Certificate
  - NIS Certificate of Compliance

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

No. A Bid Bond is not required for this Project.

6. **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)
3. Audited Financial Statements, Litigation History and Experience of each member
4. Other related documents identified in the RFP.

7. **What is the recommended team composition?**

At a minimum, the proposed team should comprise the following:

1. Project Manager/Team Leader (1 No.)
2. MEP Engineer (1 No.)
3. Construction Manager (1 No.)
4. Civil/Structural Engineer (1 No.)
5. HSSE Manager (1 No.)

8. **Can the RFP be viewed prior to purchasing?**

The RFP will be available for viewing at UDeCOTT's office from February 2, 2021. Due to Covid-19 protocols, proponents are requested to forward an email to the Secretary of the Tenders Committee indicating the date and time that they would like to come in to view the RFP. A confirmatory email will be sent accompanied by UDeCOTT's Covid-19 Visitor Screening Questionnaire. Proponents will be required to complete and return the questionnaire via e-mail prior to the appointment date.

Proponents are to note that the responses provided as guidance to these Frequently Asked Questions does not relieve the Proponent of its obligation and responsibility to fulfil and comply with all requirements of the Request for Proposals.