



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

REQUEST FOR PROPOSALS DESIGN AND CONSTRUCTION OF A MULTI-STOREY CAR PARK ON EDWARD STREET AND ST. VINCENT STREET, PORT OF SPAIN

The Urban Development Corporation of Trinidad and Tobago Limited (UDeCOTT) invites suitably qualified and experienced entities to submit proposals for the **Design and Construction of a Multi-Storey Car Park on Edward Street and St. Vincent Street, Port of Spain.**

In accordance with the Public Procurement and Disposal of Public Property Act, 2015 (as amended), suppliers of goods, works and services, interested in conducting business with UDeCOTT must be registered on the OPR Procurement Depository. The relevant guidelines for registration can be found on the OPR website via <https://oprtd.org/procurement-depository/>. Therefore, UDeCOTT is inviting suitably qualified suppliers to register and apply for pre-qualification in the OPR's Procurement Depository for the following:

Line of Business Code: 72121101 - Commercial and Office Building New Construction Service

A request for the RFP package can be made via email to tenders@udecott.com from **Monday February 26, 2024 (excluding weekends and public holidays)**, between the hours of **9:00 a.m. to 4:00 p.m. (AST)**.

The successful contractor shall be chosen using a competitive selection process as set out in the Request for Proposals (RFP).

INFORMATION SESSION

An Online Information Session will be held via **Microsoft Teams** on **Friday March 1, 2024 at 9:00 a.m.** This will be followed by a **Site Visit** on **Friday March 1, 2024 at 1:30 p.m.** Interested parties are kindly asked to confirm their availability, together with the **names and preferred email addresses** of their representatives who will be in attendance, via email to tenders@udecott.com.

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.

The deadline date for submissions is **March 25, 2024 (AST)**.

Additional information may be requested through email forwarded to the attention of **The Office of the Chief Procurement Officer** at tenders@udecott.com.

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

THE OFFICE OF THE CHIEF PROCUREMENT OFFICER

FREQUENTLY ASKED QUESTIONS (FAQs)

Design and Construction of a Multi-Storey Car Park on Edward Street and St. Vincent Street, Port of Spain

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 to undertake the Project.

Are Proponents required to purchase the RFP package?

There will be no cost for the RFP package.

When will the RFP be available?

Interested parties can request a copy of the RFP package via email at tenders@udecott.com from Monday February 26, 2024 (excluding weekends and public holidays), between the hours of 9:00 a.m. to 4:00 p.m. (AST).

Are interested parties required to register with the Office of the Procurement Regulator?

Yes. Please be advised that in light of the proclamation of the Public Procurement and Disposal of Public Property Act, 2015, all proponent interested in conducting business with UDeCOTT must be registered on the OPR Procurement Depository. The relevant guidelines for registration can be found on the OPR website via <https://oprtd.org/procurement-depository/>. Proponents are required to apply for pre-qualification in the OPR's Procurement Depository for the following:

Line of Business Code: 72121101 - Commercial and Office Building New Construction Service.

What is the Location of the site?

The Project Site is located on Edward Street and St. Vincent Street, Port of Spain.

Is it mandatory to attend the site visit and online information session?

Attendance to the site visit and online information session is **not** mandatory. It does however provide a greater understanding of the requirements of the RFP.

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 as evidenced by the Certificate of Incorporation or Registration (as applicable);
- Submission of Statutory Clearance/Compliance Certificates, (for companies incorporated/registered in Trinidad and Tobago) valid as at the tender submission deadline, namely;
 - VAT Clearance Certificate
 - BIR Clearance Certificate
 - NIS Certificate of Compliance

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

Yes, a Bid Bond valued at **Five Hundred Thousand Dollars (\$500,000.00)**, is required for this RFP.

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.

SCOPE REQUIREMENTS

The Design-Build Contractor shall provide all of the material, labor, equipment, and services necessary for the construction and fitting-out of the Project in accordance to the requirements of UDeCOTT. All aspects of the proponent's design are to be submitted for evaluation and acceptance by the client and approval by UDeCOTT.

The scope of works for the Five Hundred and Two (502) capacity Multistorey Car Park on the corner of St. Vincent and Edwards Street Port-of-Spain and a minimum number of two (2) elevators for vertical movement and to cater for the physically challenged. An expanded list of the works which are required and proposed for completion of the Project is provided below:

Pre-Construction/Design Phase:

- Complete designs/drawings.
- Features to be incorporated into the design include but are not limited to the following:
 - Access for the differently abled.
 - Easy entry and egress to the car park and the parking stalls.
 - Uncomplicated and logical traffic flow around the car park.
 - Unimpeded movement.
 - Light and airy.
 - Low maintenance.
 - Safe and secure.
 - Minimal columns.
 - Washroom facilities.
 - Installation of fixed wheel stops, proper lighting, directional & warning signage and drainage
 - Elevators and Staircases to traverse from floor to floor
 - Connection with “on grade” car park.
 - Use of relevant guidelines for parking angles, stall width, length and bin width and its recommended dimensions should be used in the design of the car park structure.
 - The proponent is also responsible for obtaining a dedicated electrical connection if required from the Authority.
 - Installation of relevant plumbing/piping works for the car park. If the design requires or it expected per statutory approval for a sprinkler/hose reel system then the proponent is also responsible for procurement and installation inclusive of water supply connections for the system from the nearby water line or existing water storage tanks.
 - Any demolition for any undertaking would require remedial works to the satisfaction of the client.
 - Consideration for water storage and relevant ancillary works required to enable functionality of this system.

In respect of the above general scope requirement, the particular Project Requirements and Description of Services envisaged are provided as follows

To deliver the scope items, it is envisaged that the following activities will be conducted by the Contractor by is not limited to this list.

- Undertake, Topographic and Geotechnical Surveys and verification of any other Data that may be necessary for Design of the Multi-storey Car Park on the corner of St. Vincent and Edwards Street Port-of-Spain shall be the responsibility of the Contractor.
- Review of project requirements in the context of established project constraints and applicable international and local standards with a view to produce an informed design and aid in management of stakeholder expectation.
- Prepare and present detailed designs for Construction of a Multi-storey Car Park on the corner of St. Vincent and Edwards Street Port-of-Spain inclusive of entrance features, site security facilities, road and parking facilities, perimeter lighting and proposed drainage and flood mitigation measures.
- Construction of Multi-storey Car Park on the corner of St. Vincent and Edwards Street Port-of-Spain including all associated MEP services.
- Initiate and secure of all necessary Statutory Approvals.
- Manage community relations and implement security measures with a view to ensuring the security of Project Site and safety of all parties thereon.
- Design, supply, construction, hoarding, security and maintenance of enabling works and site accommodation facilities for the duration of construction. Completion of the permanent fence for the Construction of a Multi-storey Car Park on the corner of St. Vincent and Edwards Street Port-of-Spain, inclusive of gates, shall also be included.
- Given the location for the proposed car park is in the heart of Port-of-Spain the proponent is required to provide a detailed traffic management plan clearly identifying how they intend to treat with everyday construction works on the project whilst having to interact with traffic in the vicinity.
- Facilitate community and stakeholder consultations prior to commencement of the works and during the design and construction of the works with a view to ascertain stakeholder requirements and manage their expectation.
- The Contractor shall satisfy himself that the design presented for the Multistorey Car Park is currently adequate and render the design safe for its intended use.
- The Contractor shall inspect the previously constructed foundation and all associated services, elements and infrastructure and shall propose and undertake remediation works as necessary.
- UDeCOTT is also desirous of implementing a parking management system. As such, the proponent would be required to install the infrastructure only i.e. conduits etc, paid for via a provisional sum to cater for future installation of the system chosen.

3.1 General Design Guidelines:

Functional, modern, economically and environmentally sustainable design is mandatory requirements for the Construction of a Multi-storey Car Park on the corner of St. Vincent and Edwards Street Port-of-Spain.

The security challenges shall be creatively addressed and inherent in the design solutions in terms of building layout and envelope. The building shall also incorporate amenities for physically challenged people and secured area for derelict vehicles.

Innovative design and method of construction is encouraged and the proposed program should not be perceived as constraining, within reason.

3.2 Sustainable Design:

Aspects to include but not limited to the following:

- Parking office 59m²
- Security Room 16m²
- 2 No. Cashier Booths (21m² & 15m²)
- Lunch room 26m²
- Car Park Coordinator Office 14m²
- Facilities Coordinator 14m²
- Open Office 55m²
- Filing Room 6m²
- 502 Parking Spots (19 ADA accessible)
- 16 Parking Ramps (½ floor each)
- Site Area: 2,615m²
- Uncovered parking area: 679m² (25 spaces)
- Ground floor
- Building Footprint: 1,854m²
- 2 No. Washrooms 17m² each
- Security Office with screens to monitor CCTV
- ICT/ Server Room
- 60 spots per typical parking floor
- 2 parking ramps per floor height
- Area per floor: 1,854m²
- 7.5 typical parking floors
- 2 Elevator / Stair Cores
- 1 MEP Services Core
- 1 Washroom Core (Male & Female)
- Accessible spots near elevators

The building should incorporate sustainable design features in all aspects of construction and eventual operation. The building should be **energy efficient**.

3.3 Finishes:

Exterior finishes and materials need to be able to withstand the demands of the climate (heat, humidity, rainfall). Maintenance requirements should be minimal to ensure that the building is attractive for 15 years without extensive upgrading and maintenance. Interior finishes are required to be attractive, durable and easy to maintain yet be of good aesthetic value. It is expected that the car park will be intensively used and finishes need to be durable easily cleaned and vandal resistant.