



## Request for Proposals – DSP-NPPR–RFP-2024-001 Environmental, Architectural and Engineering Services Develop Scope of Work (SOW)

**Environmental, Architectural and Engineering Services for the Puerto Rico Police Bureau / Public Safety Department – Review Project and Develop a Final Scope of Work (SOW) to repair the “Unidad Marítima de Vega Baja (FURA)”.**

**Invitation:** The Puerto Rico Police Bureau / Department of Public Safety invites qualified bidders to submit responses to its Request for Proposal (RFP) of Environmental, Architectural, and Engineering Services. The purpose of this RFP is to engage a capable firm to review the project and develop a comprehensive final SOW for the repair of the “Unidad Marítima de Vega Baja (FURA)” (hereinafter FURAVB).

**Date of Issue:** This Request for Proposal is issued on **April 30, 2024**.

**Deadline:** All proposals must be submitted **before Wednesday, July 3<sup>rd</sup>, 2024, at 4:00 p.m.**

**Contact:** All inquiries regarding this RFP, including requests for information and clarification, should be submitted in writing to the designated address. Timely responses will be provided to all queries. It is important to note that all questions and corresponding answers will be duly documented and disseminated equally to all prospective bidders.

**Brenda I. Martínez Poupart**  
**Federal Funds Development and Compliance Officer**  
**Department of Public Safety**  
235 Arterial Hostos Avenue, Capital Center II, Torre Norte, 14th Floor  
San Juan, Puerto Rico 00918  
**Email:** [bmartinez@dsp.qpr.gov](mailto:bmartinez@dsp.qpr.gov)

**Submission of Proposal:** All interested parties are required to submit one (1) original and three (3) copy sets of the proposal, which must be delivered to the Department of Public Safety no later than Wednesday, July 3<sup>rd</sup>, 2024, by 4:00 p.m. Submissions should be addressed to:

**Brenda I. Martínez Poupart**  
**Federal Funds Development and Compliance Officer**  
**Department of Public Safety**  
235 Arterial Hostos Avenue, Capital Center II, Torre Norte, 14th Floor  
San Juan, Puerto Rico 00918



**THE SEALED ENVELOPE CONTAINING THE PROPOSAL MUST HAVE THE FOLLOWING INFORMATION WRITTEN ON THE OUTSIDE OF THE ENVELOPE OR PACKAGE:**

When proposals are sent by mail, it is the bidder's responsibility to ensure their timely delivery to:

**Brenda I. Martínez Poupart**  
**Federal Funds Development and Compliance Officer**  
**Department of Public Safety**  
235 Arterial Hostos Avenue, Capital Center II, Torre Norte 14th Floor  
San Juan, Puerto Rico 00918

before the specified date and time for the closing of proposal acceptance.

SEALED PROPOSAL - DO NOT OPEN  
DSP-NPPR-RFP-2024-001  
(Name of Bidder)  
(Mailing Address of Bidder and Email address)  
(Telephone Number of Bidder)

All proposals must be received no later than **4:00 pm on Wednesday, July 3<sup>rd</sup>, 2024**. Proposal must be sealed and marked "**Request for Proposal – DSP-NPPR-RFP-2024-001**", along with the following details of the bidder: name, mailing address, email address, telephone number, and fax number of the Proponent. **Proposals received after the specified time and date, or those lacking the required information, will be rejected promptly and not considered for evaluation.**

**Questions:** Inquiries pertaining to this process or the outlined requirements must be submitted in writing and exclusively forwarded via email to: [bmartinez@dsp.pr.gov](mailto:bmartinez@dsp.pr.gov). All questions must be received on or before Friday, June 28, 2024, to ensure adequate time for response before the submission deadline.



## Table of Contents

<b>Introduction</b> .....	4
<b>Objectives</b> .....	4
<b>Services Specifications</b> .....	4
<b>Pricing</b> .....	7
<b>Terms &amp; Conditions</b> .....	7
<b>Proposal Submission Requirements</b> .....	9
<b>Evaluation</b> .....	10
<b>Proposal Format</b> .....	11
<b>Notification</b> .....	13
<b>Firm Pricing</b> .....	13
<b>Sub-Contracting</b> .....	13
<b>Negotiation Delay</b> .....	14
<b>Rejection Bids</b> .....	14



## I. INTRODUCTION

The Puerto Rico Police Bureau (PRPB) and the Department of Public Safety (DPS) were established by Law 20 of April 10, 2017. The PRPB has the duty and obligation to protect people and property, maintain and preserve public order, observe and seek the most absolute protection of the civil rights of the citizen, prevent, discover, investigate, and prosecute crime and, within the sphere of its powers, compel obedience to the laws, municipal ordinances, and regulations that are promulgated in accordance with them. The PRPB/DPS seeks qualified Environmental, Architectural, and Engineering Services to review the Federal Emergency Management Agency (FEMA) project and develop a final scope of work to repair the Maritime Unit of the Puerto Rico Joint Forces of Rapid Action (*FURA in its Spanish acronym*), Vega Baja, Puerto Rico, hereinafter referred to as FURAVB.

The primary objective of this project is to restore "FURAVB" and furnish FEMA with a comprehensive and definitive Scope of Work. This scope encompasses the repair of the coastal perimeter fence and remedying erosion resulting from the Hurricane Maria disaster, along with addressing any other structural or hazardous damages.

## II. OBJECTIVES

The specific objectives for this Request for Proposal are to determine the service proposals of an Environmental, Architectural and Engineering Services, with the most competitive and cost effective offer, responsible and capable of carrying out the required work.

To procure the professional services required for the development of the final Scope of Work to repair "FURAVB," the PRPB/DPS has proposed the following initiatives:

- Review and assess the FEMA project
- Present alternative repair options
- Conduct environmental studies and secure permits
- Develop the final Scope of Work, inclusive of plan, specifications, and construction permits

## III. SERVICE SPECIFICATIONS

The PRPB/DPS is actively soliciting Environmental, Architectural and Engineering Services proposals from suppliers to address, but not limited, the following general requirements:

1. Review and assess the FEMA project intended to repair "FURAVB".



2. Identify, evaluate and propose efficient and sustainable repair solutions.
3. Ensure that all proposed repairs adhere to relevant laws and regulations.
4. Request and obtain the acquisition of all requisite permits necessary to begin repair activities.
5. Develop and submit a comprehensive final Scope of Work (SOW) for the "FURAVB" project, inclusive of the Method of Repair (MOR).
6. Participate in Project Staff meetings upon request.

Service specifications inherent to the Environmental, Architectural and Engineering Services:

1. Demonstrated proficiency in leadership and team-building skills
2. Effective communication abilities
3. Strong analytical capacities
4. Demonstrated organizational and structured approach
5. Capacity to devise and propose effective solutions
6. Proficiency in diagnosing, identifying and evaluating environmental risks or impacts
7. Ability to plan, design, or develop environmental management systems
8. Aptitude for identifying and contributing to the resolution of environmental challenges
9. Competence in designing, planning, and implementing measures to prevent, control, or mitigate environmental hazards.
10. Capability to provide all requisite information and documentation to the PRPB/ DPS team.
11. Possession of professional licensure

The contractor must demonstrate experience and success in working with the development and creation of Methods of Repair (MOR) and Scopes of Work (SOW).

### **Deliverables:**

The SOW must include the Method of Repair (MOR), incorporating the following details:

- Specify the specific uses and services offered at the FURA Maritime Unit facilities located in Vega Baja, Puerto Rico.
- Provide additional imagery of the backfill area on-site.
- Confirm whether the Gabion wall system is designated as the Method of Repair (MOR) for the 492 CY of Backfill, 6FT deep.
  - If not, propose an alternative repair method, with nature-based engineering solutions welcomed.
- Specify start/end coordinates and provide aerial images delineating the areas for the following components:



- Replacement area for the 492 CY of Backfill, 6FT deep.
- All chain link fences on-site.
- Area designated for installation of the gabion retaining wall system.
- Outline a detailed step-by-step methodology and dimensions for the proposed work, considering mitigation measures for construction and installation of the gabion wall.
- Provide a description and list of materials to be used for the construction and installation of the gabion wall.
- Indicate the duration of work in days/weeks/months.
- Furnish a comprehensive construction cost estimate.
- Specify whether construction will be restricted to daylight hours only.
- Identify any conservation or protective measures for the project, such as protective measures for debris falling into the water during repairs, particularly with regard to ESA-listed species such as the Sea Turtle.
- Confirm if a staging area for equipment, excavated material, and other items has been designated. If so, provide coordinates and dimensions.
- Confirm whether a Storm Water Pollution Prevention Plan (SWPPP) has been developed for the project. If so, detail the Best Management Practices (BMP).
- Determine if excavation is involved in the project and provide specific coordinates if applicable.
- Identify any hazardous materials in any component of the proposed scope of work, and specify actions to mitigate contamination. Testing for Lead and Asbestos is required.
- Provide the total acreage for activities, including ground disturbance.
- Confirm whether all proposed actions are within the existing footprint. If not, specify the location and square footage outside the footprint, along with the dimensions of the ground disturbance.
- Construction Schedule: Include a construction schedule outlining the duration of major project phases involving in-water work, detailing the number of days, weeks, or months, daytime-only or 24-hour operation, and any seasonal restrictions. Compliance with special considerations regarding ESA species, as outlined by USFWS, is mandatory for any work in or near water.
- Determine if the applicant has already completed any plans or studies related to the activities described in the MOR.

All tangibles work products and deliverables provided to PRPB/DSP will be considered as part of the contractual obligations. These deliverables should include supporting documentation, such as meeting minutes and attendance records, detailed presentations, and reports containing specific situations and clarifications. Any other relevant information or documentation referenced in the reports should also be included. The reports must also clearly delineate each resource involved in their development.



All deliverables and resulting work products produce under this contract will become the sole property of the PRPB/DPS. The Proposer is required to certify the accuracy and completeness of these deliverables to PRPB/DPS.

#### **Contract term:**

**The contract term would be up to 3 months, notwithstanding events outside the control of the contractor, such as natural or manmade disasters, changes in government regulations, unforeseen soil conditions or geotechnical issues, or supply chain disruptions.** The Supplier shall be responsible for completing the activities outlined in this Scope of Work during this period.

#### **Requirements:**

The Supplier is responsible for ensuring that all personnel necessary to execute the services under the contract are either already available or will be secured at their own expense. PRPB/DPS anticipates the selected supplier will deploy competent and fully qualified staff duly authorized or permitted under federal, state, and local regulations to carry out the scope of work as delineated in the contract. PRPB/DPS retains the prerogative to request the removal of any staff failing to meet performance standards. All personnel assigned to this project must possess a valid driver's license issued by a United States or territory and are subject to PRPB/DPS background checks.

#### **IV. PRICING**

The proposal must include a detailed breakdown of costs for each requirement outlined in the Scope of Work.

#### **V. TERMS AND CONDITIONS**

- A. **Protection of Data:** Given the sensitive nature and responsibilities of PRPB/DPS, the selected provider must sign a formal written contract to ensure the protection of the data.
- B. **Contractor:** The relationship between PRPB/DPS and the successful provider will always be addressed as an independent contractor. Sub-contracting is permissible under the terms of the contract.
- C. **Expenses:** Travel and mileage expenses, along with miscellaneous expenditures, including but not limited to travel, printing and other incidental



expenses, will be the responsibility of the supplier. Additionally, any cost not explicitly specified in the proposal are also the supplier's responsibility.

**D. Billing and payments:** Procedures pertaining to billing and payments for the services provided.

- **Invoice Submission** – An original formal invoice must be submitted within 20 days following the conclusion of the activity. This invoice should comprehensively detail all services rendered and must be signed, including the government conflict of interest certification.
- **Payment Schedule** – The PRPB/DPS commits to making monthly payments within 30 days from the date of receipt of the invoice, provided it meets all stipulated requirements. This includes registration in the Puerto Rico Infrastructure Financing Authority (PRIFAS) system, accessed through the virtual Puerto Rico Department Treasury (Hacienda in its Spanish acronym).
- **Taxation and Withholdings** – All payments are subject to government contributions and withholdings, where applicable. Any tax relief from Hacienda must be submitted with the initial invoice.
- **Cost Responsibility** – It is important to note that the PRPB/DPS will not be held responsible for any costs not explicitly specified in the invoice and outlined in the contractual agreement.
- **Project Identification** – The invoice must clearly identify the project for which the services were rendered.

**E. Qualifications of proponents:** The proponents must meet the following qualifications:

1. Must possess an active SAM Unique Entity ID.
2. Must be registered at [www.sam.gov](http://www.sam.gov) and must not appear on the "List of excluded persons / entities" maintained by the Office of the Inspector General on said portal.
3. Must be registered and be in good standing with the Department of State of Puerto Rico.
4. Must provide a negative Criminal Record Certificate.
5. Must be registered in the Professional Service Unique Register (RUP, for its acronym in Spanish) from the General Services Administration (ASG, for its acronym in Spanish), through its portal <https://rup.asg.pr.gov/> or evidence of request status.
6. Must possess adequate insurance coverage, covering all the personnel designated to provide the services outlined in this request.
7. Must not have a conflict of interest with the parties involved in reviewing and awarding the contract.





8. Any other qualifications deemed necessary for the complete fulfillment of the requested services by the PRPB/DPS.
- F. **Vendor Conduct Code:** The successful provider will agree to follow and abide by Act No. 2 of January 4, 2018, as amended, known as the “New Anti-Corruption Code of Puerto Rico”.
- G. **Disclosure of Conflict of Interest:** Proposers are required to affirm that they possess no vested interest, nor will they acquire any interest that might impede the execution of the mandated services. Any existing relationship must be disclosed transparently, as they could potentially present a conflict of interest.
- H. **No Discrimination.** The selected provider is expected to uphold non-discriminatory practices, refraining from bias against any employee, job applicant, or individual receiving services based on race, creed, color, sex, sexual preference, national origin, physical disability, age, height, weight, marital status, veteran status, religious belief, or political affiliation.
- I. **Prohibitions of Tips.** The employee or member of the Department is prohibited from directly or indirectly soliciting, accepting, or receiving a gift valued at twenty-five dollars or more, whether in the form of currency, services, loans, travel, entertainment, hospitality, goods, promises, or any other form. This prohibition extends to situations where it could reasonably be inferred that the gift was intended to influence the employee’s actions or could reasonably be anticipated to influence the performance of their official duties, or if it was intended as a reward for any official action undertaken by the employee.
- J. The PRPB/DPS retains the prerogative, when deemed necessary, to terminate the request for proposal prior to final evaluation. In such instances, the PRPB/DPS will promptly notify all parties who have either requested or received copies of the request for proposal specifications regarding the cancellation.
- K. All received proposals must bear the signature of an authorized representative of the provider. Proposals are expected to be unconditional and comprehensive. Any supplementary accessories or attachments stipulated in the specifications must accompany each proposal submission. Proposals failing to adhere to the terms outlined in the call specifications, or lacking any required documents, forms, or certifications, will be deemed non-responsive and consequently rejected. In instances where corrections or deletions are made using correction fluid, due, or any other method, they must be duly



initialed by the proponent or their representative on both the original and copied documents.

- L. The award of the contract and its subsequent execution shall remain provisional until approval is obtained from the Secretary of the PRPB/DPS and until formal registration is completed in the Office of the Comptroller of Puerto Rico. Vendors shall not assume any rights or privileges concerning goods or services until they receive written notification confirming the contract award and until the execution, formalization, and registration of the contract have been finalized.
- M. **Budget:** The PRPB/DPS adheres to stringent budgetary controls and seeks a proactive provider capable of delivering high-quality professional services. The PRPB/DPS retains the prerogative to engage in negotiations for finalizing terms and conditions, including prices, with the selected finalist provider.
- N. **Recognition of Federal Funds:** The funds allocated for the procurement of goods or services under this contract originate from the Public Assistance Grant Program (DR - 4339 - Project 93756 / PW 09921) administered by FEMA.
- O. **Proposal Ownership and Use.** Upon submission, proposals become the property of PRPB/DPS, in accordance with the provisions outlined in the "Freedom of Information and Protection of Privacy Act". Proposals will solely be utilized for the purpose of RFP evaluation and contract proceeding, and the information or documentation contained therein must not be disclosed or utilized for any other purpose. By submitting their proposal, proponents agree to maintain confidentiality regarding all information provided by PRPB/DPS pertaining to this RFP.

## VI. PROPOSAL SUBMISSION REQUIREMENTS

Proposers who fulfill all prequalification criteria are invited to respond to this Request for Proposals. Submissions should include a statement detailing the qualifications and capabilities necessary to execute the services outlined in the RFP. This should encompass a comprehensive description of relevant experience, specifically highlighting projects of comparable nature, scale, and scope, particularly in the management of federal funds.

The proposal must provide a clear identification of the applicant's qualifications, including education background, detailed skill set, level of experience, and job title. Additionally, a resume should be included in the proposal for further elucidation. Applicants are encouraged to cite specific experiences related to similar projects.



Complete and acceptable proposal responses are expected to provide concise yet comprehensive answers to each of the following points:

- a. **Experience:** Proposal responses should delineate your experience pertaining to projects of a similar nature.
- b. **Personal/Company Information:** The proposal should provide proponent contact details and may additionally incorporate an overview of the business, including its history, ownership structure, relevant experience, geographical presence, clientele, and references. If applicable, please specify whether the business is designated as a woman or minority/owned enterprise (M/WBE) in accordance with the criteria outlined by the Division of Minority and Women's Business Development.
- c. **Disclosure:** A company with prior or ongoing sanctions from regulatory bodies or professional organizations is required to disclose the details and status of any disciplinary actions taken or pending against the firm within the past three (3) years.
- d. **Conflict of Interest:** A company submitting a response to this RFP must affirm that it holds no conflicting interests and commits to refraining from acquiring any interests that may impede the performance of the required services. Any preexisting relationship(s) must be disclosed, as they may be deemed potential conflicts of interest.
- e. **Price Format:** The PRPB/DPS will not assume liability for any costs not explicitly outlined in your proposal.
- f. **Copies:** Your bid response should consist of one (1) original hard copy, which must be hand-delivered, accompanied by three (3) additional copy sets.
- g. **Signature:** Companies should include an attestation confirming that the individual signing the proposal is duly authorized to represent the firm and is empowered to sign bid proposals on its behalf.
- h. **Late Bids:** Proposals will be timestamped upon receipt, noting their date and time. Only complete proposals received and officially marked on or before the specified closing date will be deemed timely. Responses received after the designated closing time, or lacking any of the required information outlined above will be rejected and deemed ineligible for consideration. In the event of any dispute, the recorded proposal receipt time at the PRPB/DPS location will be considered authoritative, regardless of accuracy.
- i. **Expenses:** All participants in the bidding process are responsible for bearing their own expenses and dedicating their time toward preparing a response to this RFP, including any costs associated with subsequent presentations and negotiations. In the event that the PRPB/DPS decides to reject all or any of the proposals, or if this RFP is canceled or deemed invalid for any reason, PRPB/DPS shall not be held liable to any proponent for such expenses, costs, or any related claims or



matters. By submitting a proposal, the proponent waives any claim for loss of profit in the event that a contract is not awarded to the proponent. Additionally, the proponent agrees not to seek damages from the PRPB/DPS , for any reason, related to the contract or competitive process, exceeding the amount of expenses incurred.

- j. **Changes to Proposal:** Proponents may amend or withdraw their proposals prior to the closing date and time by submitting clear and detailed written notice. Once the closing date and time have passed, all proposals become irrevocable. Proponents are prohibited from altering their proposals in any manner after the closing date and time, unless requested to do so by the PRPB/DPS for the purpose of clarification.

## VII. EVALUATION

Proposals submitted will be evaluated based on the following selection criteria:

- A. Timely submission at the designated location as specified in the invitation prior to the specified closing time.
- B. Accuracy and completeness of the information provided within the proposal.
- C. Compliance with the requirements and format outlined in the RFP.
- D. Alignment with the established criteria for experience delineated within this RFP.
- E. Scope and comprehensiveness of the services offered.
- F. Competitiveness of proposed costs.
- G. Demonstrated experience in delivering the requested services.
- H. Capability to achieve outlined goals and objectives within the specified terms.
- I. Provision of an active SAM Unique Entity ID, if the total proposal cost exceeds \$25,000.
- J. Registration status at [www.sam.gov](http://www.sam.gov), if applicable.
- K. Documentation of registration at <https://rup.asg.pr.gov/> or evidence of registration request status.
- L. Proof of insurance coverage.
- M. Good Standing Certificate issued by the Puerto Rico Department of State.
- N. Valid identification documentation.
- O. Local reputation, including a track record of conducting business with the highest ethical standards, and disclosure of any existing or potential sanctions or conflicts of interest.
- P. Ability to fulfill all PRPB/DPS compliance requirements, including qualification prerequisites.



- Q. Any additional criteria deemed relevant by PRPB/DPS to enhance the evaluation process during the selection phase.

The publication of this Request for Proposal and the receipt of proposals do not imply an obligation on the part of PRPB/DPS to award a contract. PRPB/DPS reserves right to postpone the receipt date or to ultimately cancel all or part of this Request for Proposal without prior notice. Additional technical or cost information may be requested for clarification purposes, but will not alter the original proposal received. However, it may initiate additional negotiations between potential proponents. Interviews or meetings are discretionary and may or may not be conducted at the discretion of PRPB/DPS.

## VIII. PROPOSAL FORMAT

Proposals must adhere to clarity, conciseness, and should not surpass 15 pages of 8 1/2" x 11" paper, utilizing a font size no smaller than 12 points. Responses are expected to follow the format delineated herein. The PRPB/DPS retains the discretion to reject, as non-responsive, any proposal or any part thereof that is deemed incomplete, inadequately addressed, or significantly deviates from the prescribed format.

Proposal responses should be structured according to the following outline and each section should be clearly labeled for easy reference.

- a. **Cover Letter/Letter of Intent** – shall be addressed to PRPB/DSP, this section must include the following:
- i. Identification of the organization, including the name, address, and telephone number.
  - ii. Contact person's name, title, address, and telephone number during the proposal period.
  - iii. Evaluation Statement.
  - iv. A declaration stating that the proposal shall remain valid for a minimum of 90 calendar days from the date of submission.
  - v. Signature of an authorized individual binding the Firm to the terms of the proposal.

b. **Experience and Capacity**

Detail the services offered by the respondent that are relevant to this RFP, emphasizing any previous experience with the grant management programs and projects. Highlight engagements and staff experience with entities similar to the PRPB/DPS within the last few years.



Provide a succinct overview of the supplier's technical expertise, highlighting unique capabilities in grant management services. This narrative should underscore the respondent's proficiency in delivering such services. Additionally, furnish biographical summaries for key individuals and their proposed roles. Resumes may be appended as an appendix and will not contribute to the page limit of the proposal.

### c. **Approach and Methodology**

In this section, present the approach to fulfilling the tasks outlined in the Scope of Services section of this RFP, utilizing narrative, outlines, and/or graphical representations. Provide descriptions for each task and deliverable, along with a schedule detailing the timeline for completion.

Additionally, offer examples illustrating how the proposed approach has effectively achieved success in specific, relevant projects for both public and private sector organizations akin to PRPB/DPS. These examples should furnish sufficient detail for the evaluator to discern the accomplishments of the Supplier's projects.

### d. **References**

Provide a list of municipalities/counties with whom your firm has collaborated for similar services. It's important to note that any city/county from the provided list may be randomly selected and contacted as part of the respondent's evaluation process.

Each client listed should include the following information:

- i. Name of Organization and Contact
- ii. Title of Contact
- iii. Address (mailing and email)
- iv. Telephone Numbers

### e. **Estimated cost and price**

Respondents are required to submit a proposal outlining the specified costs for services and positions. This should encompass the hourly rates for all team members, applicable overhead expenses, and any other non-labor-related direct costs. Suppliers have the option to present a list of assumptions and qualifications to provide context for the estimation process.

However, it is essential for respondents to submit their price proposal considering the estimated costs and a reasonable mark-up, primarily based on results. Respondents must provide a clear description of the proposed pricing model and articulate how it aligns with performance and outcomes.



#### **f. Changes to Proposal**

By submitting a clear and detailed written notice, a proponent retains the right to amend or withdraw its proposal prior to the closing date and time. However, once the closing date and time have elapsed, all proposals become irrevocable. The proponent is strictly prohibited from altering the proposal in any manner after the closing date and time, unless specifically requested to do so by PRPB/DPS for clarification purposes.

### **IX. NOTIFICATION**

The final decision regarding the successful bidder is anticipated to be reached within one (1) month following the closing date for the receipt of proposals. However, this timeline may extend depending on the approval process mandated by various agencies in accordance with applicable laws, order, bulletins, and regulations. PRPB/DPS retains the authority to reject any proposals for reasons it deems meritorious.

### **X. FIRM PRICING**

Prices will remain firm for the entirety of the Contract period unless expressly stated otherwise in this RFP.

### **XI. SUB-CONTRACTING**

Using a subcontractor is not permitted unless otherwise specified or with the written consent of PRPB/DPS. This prohibition extends to joint submissions by proponents who lack format corporate links.

### **XII. NEGOTIATION DELAY**

If a written Contract cannot be negotiated within thirty (30) days of notifying the successful proponent, PRPB/DPS reserves the right, at its sole discretion, to terminate negotiations with the successful proponent. Subsequently, PRPB/DPS may either negotiate a contract with the next qualified proponent or opt to terminate the RFP process without entering into a contract with any of the proponents.



### XIII. REJECTION OF BIDS

**The PRPB/DPS retains the prerogative to reject any proposal for any reason.** The issuance of this RFP and the receipt of proposals do not obligate the PRPB/DPS to enter into a contract. The PRPB/DPS also reserves the right to postpone receipt date or ultimately cancel all or part of this RFP with limited notice. Additional technical or cost information may be requested for clarification purposes, but this will not alter the original proposals received. However, it may initiate further negotiations between potential business partners. Interviews are discretionary and may or may not be conducted.

**Confidentiality:** *The content of this Request for Proposal is considered confidential information. The recipient, whether an individual or company, is strictly prohibited from disclosing any information related to this request, or any information obtained during subsequent communications related to the request, to anyone except for its employees directly involved in responding to it. No information contained in this Request for Proposals shall be duplicated, used, or disclosed without the prior written consent of PRPB/DPS. Distribution of the information in this Request of Proposals is permissible only with the written permission of PRPB/DPS. Furthermore, any press releases, public announcements, or references to this request must not be made without the prior written consent of PRPB/DPS, whose consent may be withheld at its sole discretion.*

