



LOCAL REDEVELOPMENT
AUTHORITY FOR

ROOSEVELT ROADS

GOVERNMENT OF PUERTO RICO

ADDENDUM NO. 3

LOCAL REDEVELOPMENT AUTHORITY FOR ROOSEVELT ROADS

REQUEST FOR PROPOSAL RFP# 2025-001

Coast Guard Pier Marina & All Hands Beach

Addendum No. 3, dated February 6, 2026, is hereby issued to distribute additional documentation for RFP# 2025-001.

Information included in this addendum:

1. Answers to questions and requests for clarifications
2. Pre-proposal meeting – meeting minutes
3. Attendance list

Important Notice: All updated documents are available on our website. Please visit: www.rooseveltroads.pr.gov/rfp

SDS-LRA



RFP-2025-001
Coast Guard Pier Marina & All Hands Beach
ARCHITECTURE AND ENGINEERING (A/E) SERVICES
FOR FEMA PA DR-4339-PR PROJECTS #105722 & #95208
Former Naval Station Roosevelt Roads, Ceiba, Puerto Rico

| Answers to Questions and Requests for Clarifications | | | | |
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| No. | Question | Proposer | Submission Date | Answer |
| 1 | RFP Section 3.2 references Exhibits F-1. However, Exhibit F-1 is not listed among the exhibits available on the LRA portal as of January 29, 2026. Could the LRA please provide clarification? (Section 3.2; RFP p. 11) | Tetra Tech PR, LLC | 1/30/2026 | LRA acknowledges the discrepancy. Exhibit F-1 will be provided through an Addendum to the RFP and posted to the LRA portal as part of the official solicitation documents. Proposers should monitor the LRA portal for the issuance of the Addendum and updated exhibit list. |
| 2 | RFP Subsection 4.4.2.1 states: "Review Section 3.8 for more detailed information as it relates to the Delivery Schedule for the A/E Services." However, Section 3.8 primarily addresses Key Personnel Requirements. Could the LRA please provide clarification? (Section 4.4.2.1; RFP p. 25) | Tetra Tech PR, LLC | 1/30/2026 | LRA acknowledges the inconsistency. The reference in Section 4.4.2.1 to "Section 3.8" for delivery schedule information is a clerical error. Proposers should refer to Section 3.7 (Deliverables for A/E Services) for the deliverables, milestones, and reporting requirements (including the phase-based deliverables and schedule expectations). |
| 3 | RFP Subsection 4.4.2.1 states: "The Work Approach shall consider the 2014 Development Zones Master Plan; and comply with the Roosevelt Roads ROTFU." However, the shared Master Plan appears to be the 2011 version (document titled "EXHIBIT D-1 _Plan Maestro"). Could the LRA please provide clarification? (Section 4.4.2.1; RFP p. 25) | Tetra Tech PR, LLC | 1/30/2026 | RFP Subsection 4.4.2.1 references the 2014 Development Zones Master Plan; however, the 2014 Master Plan is no longer in effect. The currently active and applicable document for proposal development is the 2011 Development Zones Master Plan (Exhibit D-1 – "Plan Maestro"). Therefore, Offerors shall base the Work Approach on the 2011 Development Zones Master Plan and comply with the Roosevelt Roads ROTFU. |
| 4 | RFP Subsection 4.4.3 states that a Cost Proposal will be submitted for each Project separately and that proposed A/E Service fees shall be presented in Attachment 3. Tetra Tech understands this to mean that two (2) Attachment 3 cost forms should be submitted: one (1) for Project #105722 and one (1) for Project #95208, within one proposal package. Could the LRA please confirm whether this interpretation is correct? (Section 4.4.3; RFP p. 26) | Tetra Tech PR, LLC | 1/30/2026 | Yes, the interpretation is correct. For this RFP, Proposers are required to submit two (2) separate Cost Forms (Attachment 3), prepared individually for each Project included under RFP #2025-001. Each Cost Form must clearly reflect the proposed A/E Service fees applicable only to that specific Project. Both completed Cost Forms shall be submitted together as part of one (1) complete proposal package, in accordance with Section 4.4.3 of the RFP requirements. This structure is necessary to allow project-specific evaluation, funding administration, and potential contract implementation on a per-project basis. |
| 5 | Regarding the scope of services described in Section 3.6 (Role of the Selected Respondent), Tetra Tech cannot find any tasks addressing environmental compliance, permitting, or endorsements. Will the LRA permit bidders to include any permitting activities we deem necessary for the project's development? (Section 3.6; RFP p. 13) | Tetra Tech PR, LLC | 1/30/2026 | As established in the RFP, permitting and regulatory approvals are part of the Selected Respondent's responsibilities. Specifically, Section 3.6.1.2.2 states that the A/E Firm shall "identify, procure, manage, and secure all necessary permits and approvals required for the construction of each Projects", including coordination with applicable regulatory agencies. Therefore, the Selected Respondent is responsible for incorporating into its scope of services all permitting activities and related regulatory coordination it determines are necessary to achieve compliant design, approvals, and construction for the Projects. |

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| 6 | Given that the scope of work in Section 3.6 does not explicitly address the permitting required for project delivery, if the LRA confirms that bidders may include any permits we consider necessary, can the LRA also confirm that we may include the costs for environmental compliance, permitting, and endorsements under the Phase 1 (Preliminary Design) line item of the Cost Form (Attachment 3)? Alternatively, should these costs instead be entered under Cost Form 2: Cost for A/E Design - Special Services? (Section 3.6 / Attachment 3; RFP p. 13 / Attachment 3) | Tetra Tech PR, LLC | 1/30/2026 | Yes. Bidders may include costs associated with environmental compliance, permitting, and regulatory endorsements as part of their proposal. Such costs shall be entered under Cost Form 2 – Cost for A/E Design: Special Services in Attachment 3. Proposers should ensure these services are clearly described and appropriately scoped in their submission to reflect the permitting and compliance efforts anticipated for the Projects. |
| 7 | Is the intent of this procurement limited exclusively to FEMA PA Section 406 mitigation under Section 428 Alternative Procedures, or may other eligible funding pathways (example: non-mitigation eligible repair, resilience upgrades triggered by codes and standards, or DRRA 1235(b) upgrades) be incorporated into the final Scope of Work? Does LRA have additional funds to supplement cost overruns? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | <p>The intent of this procurement is not limited exclusively to Section 406 mitigation. Although the Projects are implemented under FEMA Public Assistance Alternative Procedures (Section 428), Section 3.6 states they are “mostly funded” by FEMA PA and may also receive other federal funding (e.g., HUD CDBG-DR/CDBG-MIT and FEMA HMGP Section 404). In addition, Section 3.6.1.3.3 requires the A/E Firm to recommend HMPs fundable under Section 406 and/or 404, confirming that mitigation beyond Section 406 may be considered.</p> <p>Accordingly, the final Scope of Work may include any elements eligible under applicable funding authorities—such as eligible repair, code/standards upgrades, and resilience measures—if properly justified and approved. However, under Section 428, each Project is governed by a Fixed Cost Offer (FCO) representing the Total Project Cost, which cannot be increased. The RFP does not commit LRA to covering cost overruns; therefore, the A/E Firm must design and manage the Project within the fixed budget, applying value engineering and cost control.</p> |
| 8 | Under Section 428, will the Subrecipient allow scope refinements or scope modifications during design development if those changes remain FEMA-eligible, cost-neutral, and improve constructability or lifecycle resilience? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | <p>Refer to Section 3.6.1.3, which states that the Selected Respondent shall: “Develop detailed Scopes of Work (SOW) for each Project, including any requested changes (amendments) to the final SOW for each Project, in order to repair, restore, or replace the eligible facility.”</p> <p>Accordingly, during design development, the Selected Respondent may propose scope refinements—such as measures that enhance constructability, long-term resilience, or code compliance—as long as they remain eligible under FEMA requirements and are supported by appropriate technical justification.</p> <p>Because the Projects are processed under FEMA PA Alternative Procedures (Section 428), any refinement must be reviewed and approved through the applicable channels and managed within the Project’s Fixed Cost Offer, which is not subject to increase. Therefore, any scope changes must be cost-neutral, with the A/E Firm applying value engineering and cost control measures to maintain the Total Project Cost. All refinements must be documented, justified, and formally approved prior to implementation. See answer for question 28.</p> |
| 9 | Has FEMA already approved any 406 Hazard Mitigation Proposals (HMPs) for Buildings 1211, 2296, or 2371, or is the A/E team expected to identify, justify, and develop new 406 opportunities as part of this effort? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | Refer to the Addendum 2 which provides the FEMA Damage Descriptions, Dimensions, and Diagrams (DDD), scopes, and cost information for Buildings 1211, 2296, and 2371, which reflect the FEMA-validated Improved Project documentation and include hazard mitigation measures incorporated into the project baseline. The Selected Respondent is still expected to verify, justify, and further develop those mitigation measures and, where appropriate, identify additional Section 406 mitigation opportunities for FEMA review and approval, consistent with the requirements to recommend HMPs and support associated documentation under Sections 3.6.1.3.3 and 3.7.2.1. |

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| 10 | What specific Puerto Rico building codes and standards are FEMA recognizing as formally adopted, implemented, and uniformly enforced at the time of the disaster for purposes of code-triggered upgrades under PA? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | The RFP does not pre-identify specific codes or standards as automatically eligible. Instead, eligibility of code- and standard-triggered upgrades will be determined in accordance with FEMA Public Assistance policy requirements. Refer to Section 3.6.1.3.1 that states that the selected Respondent shall: "Provide any documentation as required by the FEMA's Public Assistance Program and Policy Guide (PAPPG), to support the eligibility of code or standard upgrades, including, but not limited to, the requirement to apply the codes or standards and to support they were formally adopted, implemented, and uniformly applied.". Accordingly, the Selected Respondent is responsible for identifying applicable Puerto Rico building codes, life safety codes, floodplain management requirements, and other relevant standards, and for compiling the supporting documentation necessary for FEMA eligibility review. Final determination of eligibility for code-triggered upgrades rests with FEMA through the established PA review and validation process. |
| 11 | Should Code and other technical requirements cause required scope that FEMA will not fund, will funding be made available outside of the limits of FEMA Grants? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | No. The only funding source available for these projects is the FEMA Public Assistance (PA) funding already obligated. Any scope required solely due to Code or other technical requirements that is not eligible for FEMA PA funding will not be funded outside the limits of the obligated FEMA PA grants. |
| 12 | Based on site observations indicating potential IEBC Alteration Level 3 triggers, significant MEP system deficiencies, and observed structural failures at Equinoterapia, has the Applicant or Funding Specialist evaluated whether the cost to repair and bring these facilities into full code compliance may approach or exceed the cost of a functionally equivalent replacement? If so, has a prudent replacement cost comparison been considered or documented as part of the FEMA A , ra PA review? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | If site conditions (e.g., IEBC Alteration Level 3 implications, MEP system deficiencies, structural failures) indicate that achieving full code compliance through repair could approach or exceed the cost of a functionally equivalent replacement, the RFP's Phase 1 requirements anticipate that the Selected Respondent will evaluate and document this through (1) SOW confirmation/amendment aligned to applicable codes, (2) value engineering/MOR development, and (3) FEMA-compliant cost estimates prepared for each feasible option/alternative, with supporting technical documentation suitable for FEMA PA review. |
| 13 | What is the current status of each building within FEMA's workflow (e.g., PW obligated, PW in development, PW under RFI, PW pending COR3 or FEMA concurrence)? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | The current FEMA status for Project 105722 (Coast Guard Pier Marina) is that the Project is undergoing FEMA Environmental and Historic Preservation (EHP) review (review in progress). The current FEMA status for Project 95208 (Buildings 56, 374, 375, 2205 - All Hands Beach), the Project is already obligated. The Selected Respondent will be expected to support the LRA with the preparation of technical documentation and coordination activities as required throughout the applicable FEMA and Recipient review processes. |
| 14 | Will proposers be granted access to existing FEMA documentation, including: Damage Description & Dimensions (DDD), Draft or approved Scopes of Work (SOW) Cost Estimates (CEF or otherwise), Prior RFIs and FEMA determinations, Environmental & Historic Preservation (EHP) correspondence (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | Yes. Addendum No. 2, dated January 26, 2026, was issued to provide proposers access to existing FEMA documentation, including Damage Description & Dimensions (DDD), draft/approved Scopes of Work (SOW), cost estimates (CEF or other), and supporting photos for the Coast Guard Pier Marina and All Hands Beach. |

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| 15 | Has FEMA established a final validated SOW and cost ceiling for any of the facilities, or will the selected team participate in defining the final FEMA- validated SOW and estimate prior to obligation? | Novus Architects | 1/30/2026 | Per Section 3.1 (Project Description), the projects are being processed under FEMA PA Alternative Procedures (Stafford Act Section 428), which relies on a fixed-cost estimate once the project is validated and obligated. In Section 3.6.1.1 (Phase 1 – Preliminary Engineering), the Selected Respondent is expected to review the alternate project documentation, perform site visits/inspections to confirm and/or amend the SOW, develop the detailed SOW and Cost Estimate, and support FEMA/COR3 RFIs; the RFP also states that at the end of Phase 1 the A/E-prepared final SOW and CE will be submitted to LRA/COR3/FEMA for validation and acceptance and used as the basis for funding obligation. Related Phase 1 deliverables are further defined in Section 3.7.2 (Phase 1 Deliverables) (SOW document and CE). |
| 16 | What is the Period of Performance for funding? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | <p>The current Periods of Performance (PoP) deadlines for the Projects included in this RFP are as follows:</p> <p>Project 105722 (Coast Guard Marina): June 21, 2028 Project 95208 (Buildings 56, 374, 375, and 2205 – All Hands Beach): June 14, 2028</p> <p>Please note that POP deadlines under the FEMA Public Assistance (PA) Program for DR-4339 are established by FEMA based on each project's nature and scope and may be subject to extensions, as applicable.</p> <p>If a POP extension is required, the LRA will submit a formal request through the Central Office for Recovery, Reconstruction and Resiliency (COR3) at least sixty (60) days prior to the applicable deadline, in coordination with FEMA and in accordance with established procedures. Extension requests typically require: (i) documented justification for the delay; (ii) evidence of substantial progress; and (iii) compliance with applicable administrative and regulatory requirements.</p> |
| 17 | Are any of the design professionals that were previously involved in past programming, assessment, funding, and other design work able to propose on this solicitation, or will they legally be excluded due to funding criteria regarding conflicts of interest. (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | Any design professionals (or firms) that were previously involved in past programming, assessment, funding support, or other design work related to this effort will be excluded from proposing if their prior involvement creates a conflict of interest under applicable funding criteria and conflict-of-interest requirements. Accordingly, any entity determined to have an actual, potential, or perceived conflict of interest will be deemed ineligible to participate in this solicitation. |
| 18 | Are there any Architecture, Structural, & MEP, or Site/Utility as-built documents available? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | No |
| 19 | Will Hazardous Materials Surveys and Reports be provided to the A&E firm by the Client? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | No. Environmental Studies services are required during the performance of the design by the A/E Firm. |

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| 20 | What is the scope of the anticipated site development scope for each property? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | For Project 105722 (Coast Guard Pier Marina), the project consists of the demolition of existing structures to enable future MBRIC project development, along with the implementation of coastal erosion mitigation measures to protect critical infrastructure and enhance long-term site stability and resilience. For Project 95208 (Buildings 56, 374, 375, and 2205 – All Hands Beach), the project includes the demolition of Buildings 374 and 375, along with the repair and restoration of Buildings 2205 and BU056 to support their intended uses. The scope also encompasses the removal and cleaning of approximately 9,000 square feet of scattered concrete remnants and debris along the adjacent beach area. Collectively, these improvements will prepare and enhance coastal recreational facilities for community use, including repairs to restrooms and stage areas, removal of tide-impacted sidewalks, and incorporation of erosion control measures to improve safety, accessibility, and long-term site resilience. |
| 21 | Sustainable Design (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | The question was not readable in the document shared by the proposer. |
| 22 | General Exhibit D is in Spanish. Exhibit B-4 - B-6, and Exhibit F is not found on the www.rooseveltroads.pr.gov website. | Novus Architects | 1/30/2026 | Please refer to the latest RFP documents/addenda, as the Exhibit List has been updated and the current Exhibits supersede prior versions. Regarding Exhibit F-1, LRA acknowledges the discrepancy. Exhibit F-1 will be provided through an Addendum to the RFP and posted to the LRA portal as part of the official solicitation documents. Proposers should monitor the LRA portal for the issuance of the Addendum and updated exhibit list. |
| 23 | Exhibits E-1 - E-3: Seem to be deed/titles; not Environmental Information. (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | Please refer to the latest RFP documents/addenda, as the Exhibit List has been updated and the current Exhibits supersede prior versions. |
| 24 | Exhibits H-2 - H-6 are missing. (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | Please refer to the latest RFP documents/addenda, as the Exhibit List has been updated and the current Exhibits supersede prior versions. |
| 25 | Exhibits G-4 - G-6 are missing. (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | Please refer to the latest RFP documents/addenda, as the Exhibit List has been updated and the current Exhibits supersede prior versions. |
| 26 | Attachment 3 & 7 cannot be downloaded. (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | LRA has verified that Attachment 3 (Cost Form) and Attachment 7 (List of Comparable Projects) are available for download on the LRA portal. Proposers experiencing technical issues should attempt to re-access the files or use an alternate browser or network. If difficulties persist, they may contact the LRA using the communication procedures outlined in the RFP. |
| 27 | Is the A/E team expected to prepare FEMA CEF-based cost estimates using Puerto Rico CCI and RSMeans, or will an alternative FEMA-approved estimating methodology be required? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | The RFP specifies the required cost estimating methodology. Refer to Section 3.6.1.1.5, which requires the A/E Firm to develop construction Cost Estimates using RSMeans, applying the appropriate City Cost Index (CCI) factor, and to format estimates in accordance with the FEMA Cost Estimating Format (CEF). Accordingly, the A/E team is expected to prepare CEF-based cost estimates utilizing RSMeans with the applicable Puerto Rico CCI, consistent with FEMA Public Assistance estimating requirements. Any deviation from this methodology would be subject to LRA direction and FEMA acceptance, if applicable. |

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| 28 | <p>Under the fixed-cost Alternative Procedures framework, how does the LRA intend to manage: Design contingencies, Unforeseen site conditions, Code conflicts discovered post-design and Escalation risk between design completion and construction (RFP Section: N/A; RFP p.: N/A)</p> | Novus Architects | 1/30/2026 | <p>Under FEMA PA Section 428 Alternative Procedures, the Fixed Cost Offer (FCO) is final and represents the Total Project Cost (construction plus all soft costs, including A/E, permits, and management). The A/E firm must design and deliver the scope within the FCO and may not exceed the amount obligated by FEMA.</p> <p>FEMA's FCO includes defined A/E allocations using CEF Part H.2 (based on CIAPR A/E Tables by project complexity) and additional flexibility through CEF C.1 – Design Phase Scope Contingencies. LRA will use these factors to evaluate whether proposed fees are fair, reasonable, and within available budget.</p> <p>LRA's approach to managing design contingencies, unforeseen site conditions, post-design code conflicts, and escalation risk is to require the A/E Firm to (i) validate scope and costs early, (ii) perform value engineering and cost-control throughout design, and (iii) propose compliant, constructible, and cost-neutral solutions as issues arise—while maintaining all work within the fixed total budget.</p> |
| 29 | <p>Requests for Advances (RFA) Will the Subrecipient pursue Requests for Advances (RFA) under FEMA PA to support cash flow during design and construction, and if so, what role is the selected team expected to play in supporting RFA documentation and justification? (RFP Section: N/A; RFP p.: N/A)</p> | Novus Architects | 1/30/2026 | <p>The RFP does not commit the LRA to pursuing Requests for Advances (RFA) or other funding management mechanisms. Actions related to funding strategy or cash-flow management under the FEMA Public Assistance Program—such as RFAs, WCA actions, RFRs, or similar processes—may be undertaken by the Subrecipient in accordance with program procedures.</p> <p>Consistent with Section 3.6, the Selected Respondent's role is limited to providing technical documentation necessary to substantiate project scope, cost estimates, schedules, and progress information when requested. This may include preparation or validation of technical data used in support of funding administration.</p> <p>However, the review, determination, processing, and submission of any funding strategy or funding request (including RFAs, WCAs, RFRs, or similar mechanisms) are not part of the A/E Firm's scope of services. These responsibilities remain solely with the LRA, including all coordination with COR3</p> |
| 30 | <p>What level of design development is anticipated under this contract (e.g., 30%, 60%, 90%, Issued for Construction), and how will FEMA compliance reviews be integrated at each stage? (RFP Section: N/A; RFP p.: N/A)</p> | Novus Architects | 1/30/2026 | <p>The RFP establishes the following design milestones: a 30% Preliminary Design Set (Section 3.7.2.2), followed by 50% Construction Documents (Section 3.7.3.1), 100% Construction Documents (Section 3.7.3.2), and Construction Bid Documents (Section 3.7.3.3). FEMA compliance is integrated through Phase 1 documentation and coordination requirements, including RFI responses as a deliverable (Section 3.7.2.5) and the obligation to support FEMA/COR3 RFIs by providing the necessary technical documentation (Section 3.6.1.1.7).</p> |

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| 31 | Is the A/E team expected to perform formal constructability and value engineering reviews to mitigate change order risk under the fixed FEMA cost ceiling? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | <p>Yes. The RFP recognizes the projects are being delivered under FEMA Section 428 (fixed-cost), where the Subrecipient is responsible for cost overruns, which increases the importance of minimizing change orders through strong preconstruction review and cost control.</p> <p>Refer to Section 3.6.1.1.3.2 where it states that the Selected Respondent shall "Recommend a final restoration Scope of Work (SOW) for Work to be Completed (WTBC) including the proposed Method of Repair (MOR), based on the site visits, detailed inspections, and value engineering analysis."</p> <p>Refer to Section 3.6.1.2.1 where it states that "Construction Documents will undergo constructability and bid packaging review at the 50% and 100% Construction Documents Phases".</p> <p>Accordingly, the A/E team is expected to perform these reviews to support cost control and minimize change-order risk within the fixed-cost framework.</p> |
| 32 | Are there FEMA, COR3, or LRA-imposed schedule milestones tied to obligation deadlines, period of performance, or liquidation requirements? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | <p>Yes. Although the RFP does not establish project-specific schedule milestones within the solicitation documents, A/E Services performed under this contract will be subject to delivery schedules consistent with FEMA Public Assistance (PA) Program requirements, including the applicable Period of Performance (POP) for each Project. The intent is that the Projects be designed, supported through construction, and positioned for completion and closeout on or before the applicable POP deadlines (which may be subject to extensions in accordance with FEMA procedures). See answer to question 16.</p> <p>The RFP requires adherence to defined phase deliverables and reporting schedules and emphasizes that compliance with the A/E service delivery schedule is of utmost importance (Section 3.7). The A/E Firm must also develop and update project schedules as part of the required deliverables, including the Preliminary Project Schedule (Section 3.7.2.4) and updated schedules during Final Design (Sections 3.7.3.1.5 and 3.7.3.2.5).</p> <p>Additionally, during the contracting phase, the Selected Respondent shall prepare and submit a detailed schedule of service deliverables for LRA review and approval. This schedule will be used to align A/E activities with project milestones, funding program timelines, and closeout requirements.</p> |
| 33 | What is the intended construction contract structure (Design/Bid/Build; Design/Build; CMAR; Other? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | <p>The RFP indicates a traditional Design/Bid/Build delivery structure: the Selected Respondent will develop final Construction Documents and Construction Bid Documents for regulatory approval and construction bidding, then provide bidding support (responding to bidder inquiries, preparing addenda for LRA review/approval, with addenda issued by LRA) and assist in bid analysis/evaluation with written recommendations for award of construction contracts.</p> |

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| 34 | Independent Inspectors are required per code; will they be required to be on our team or will the client cover those cost? | Novus Architects | 1/30/2026 | <p>For purposes of this procurement, the A/E Firm's Phase 3 role is limited to construction-phase professional support (e.g., design clarifications, submittal reviews, periodic site visits, and construction oversight reporting) and does not include serving as an independent code inspector.</p> <p>Independent inspection services required by applicable codes—commonly referred to as a Project Inspector (Inspector de Obra)—are not part of the A/E scope under this RFP and are typically procured separately by the Client to maintain independence from the design professional.</p> <p>Accordingly, independent inspection services are not required to be included on the A/E team and will be covered by the Client through a separate mechanism, as applicable. The Selected Respondent will coordinate with the independent inspector as needed during construction but is not responsible for providing or funding those services.</p> |
| 35 | Construction Management Platform required? | Novus Architects | 1/30/2026 | <p>The RFP does not require the use of a specific construction management platform. However, the A/E Firm is required to enter requisite information into systems of record in accordance with established policies and procedures. Any required platform or system, if applicable, will be identified by the LRA during project implementation.</p> <p>Proposers may propose the use of a construction management platform or equivalent tools if it supports effective project controls, documentation, scheduling, reporting, and overall contract performance.</p> |
| 36 | Will LRA be open to signing the release waiver for electronic files? | Novus Architects | 1/30/2026 | <p>The RFP states that all deliverables and resulting work products, including electronic files in native formats, become the property of the LRA. The RFP does not pre-approve execution of release or liability waiver agreements related to the use of electronic files. Any request for a release waiver or limitation of liability related to electronic files would be subject to LRA legal review and approval and cannot be assumed as a condition of the proposal or contract.</p> |
| 37 | Are we required to have a Construction Manager on the Team? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | <p>The RFP identifies the Construction Manager (CM) as a key personnel role associated with Phase 3 – A/E Services during Construction. Refer to Section 3.8.2, which describes the Construction Manager position, its responsibilities, and minimum qualification requirements. Accordingly, Proposers should include a Construction Manager within their proposed team structure to fulfill the construction-phase oversight, coordination, and compliance responsibilities defined in the RFP.</p> |
| 38 | Have FEMA EHP reviews already been initiated or completed for the three buildings, and are there known: 1) Section 106 historic considerations Coastal zone, floodplain, or ESA constraints Permitting risks that could affect scope or schedule (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | <p>The Project 105722 (Coast Guard Pier Marina) is currently undergoing FEMA EHP review (review in progress). The Project 95208 (Buildings 56, 374, 375, 2205 - All Hands Beach) is already obligated.</p> <p>Notwithstanding the above, the Selected Respondent remains responsible for identifying, documenting, and planning for all applicable EHP compliance considerations, as well as floodplain/coastal zone requirements, potential environmental constraints, and other permitting risks that could affect scope, sequencing, or schedule. These responsibilities are contemplated under Phase 1 – Preliminary Engineering, including EHP considerations, required permits, and related coordination tasks (Section 3.6.1.1) and associated Phase 1 deliverables (Section 3.7.2).</p> |

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| 39 | Which entity is responsible for securing local and Commonwealth permits, and how will permitting timelines be reconciled with FEMA eligibility requirements? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | The Selected Respondent is responsible for securing required local and Commonwealth permits. Refer to Section 3.6.1.2.2 which states that the A/E Firm shall "identify, procure, manage, and secure all necessary permits and approvals required for the construction of each of Projects," including coordination with regulatory agencies. |
| 40 | Who has final authority on FEMA scope, cost, and eligibility decisions: LRA, COR3, FEMA, or a combination thereof? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | Final determinations regarding Public Assistance scope, cost reasonableness, and eligibility are made by FEMA in accordance with program policy and review procedures. The LRA, as Subrecipient, develops project scopes, documentation, and technical submissions, while the Recipient (COR3) performs oversight and coordination functions within the FEMA review process. The A/E Firm supports the LRA by preparing technical documentation, cost estimates, hazard mitigation proposals, and RFI response materials as required (Sections 3.6.1.7 and 3.7.2.5). |
| 41 | Is the selected team expected to lead FEMA RFI coordination and responses, including technical narratives, cost clarifications, and eligibility justifications? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | The Selected Respondent is expected to prepare and support the technical content of RFI responses, while the LRA retains responsibility for official coordination and submission to FEMA and the Recipient (COR3). Refer to Section 3.6.1.7, which states the A/E Firm shall: "Support the LRA's staff and consultants during collaboration meetings and/or requests for information (RFIs) with FEMA and/or COR3 (Recipient) for each of the Projects. The selected A/E firm shall review and provide the necessary support and documentation to respond to RFIs, including gathering and submitting all technical and supporting materials required to address FEMA inquiries..." |
| 42 | How will coordination between architecture, engineering, and FEMA program management be structured to ensure scope discipline and eligibility defensibility throughout the project lifecycle? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | Coordination is structured through the RFP's phased design process, defined deliverables, and reporting framework. The A/E Firm is responsible for multidisciplinary coordination in developing and validating the Scope of Work (SOW), cost estimates, hazard mitigation proposals, and related compliance documentation (Section 3.6.1.1). Ongoing alignment across architecture, engineering, and program requirements is maintained through weekly status reports, needs lists, and meeting minutes (Section 3.7.1), as well as through the required Preliminary Design and Final Design submittals and reviews (Sections 3.7.2 and 3.7.3). |
| 43 | How does the LRA define "success" for this procurement: speed to obligation, cost certainty, long-term resilience, community functionality, or a combination of all four? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | All |
| 44 | What involvement other than just permitting with the PR government and/or US government have on this project? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | Government involvement beyond permitting is primarily tied to federal funding oversight/compliance and adjacent federal environmental coordination. The Projects are funded under FEMA Public Assistance (DR-4339-PR) and processed under Section 428 Alternative Procedures, requiring coordination for eligibility, scope/cost validation, hazard mitigation, and EHP. The RFP also contemplates coordination with the U.S. Navy regarding adjacent SWMU 45 activities (Section 3.5.2), compliance with Zone VE flood requirements/Reglamento Núm. 13 (Section 3.2), and coordination related to LRA-operated utilities/infrastructure (Section 3.10). |
| 45 | Who are the key stakeholders and decision makers from client side for this project? Org chart, etc.? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | The RFP identifies the Local Redevelopment Authority for Naval Station Roosevelt Roads (LRA) as the contracting entity and project owner responsible for administration and oversight of the Projects. The LRA will serve as the primary point of contact and coordinating authority for the Selected Respondent. |

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|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 46 | Are there lessons learned from prior Section 428 projects under DR-4339-PR that the LRA wishes proposers to incorporate into their technical approach? (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | Develop a detailed scope of work. Scopes of work must be precise and well-documented with a clear technical approach. Cost estimates must follow FEMA-approved methods. Compliance must be clear, complete, and fully aligned with all FEMA requirements, especially EHP. Documentation must be complete and audit-ready. |
| 47 | The submission of the proposal package is to contain one 91) signed original, Seven (7) copies, and one (1) electronic copy on USB Drive. Is there a requirement to submit a digital proposal package outside of what is outlined eel directly above? i Cf (RFP Section: N/A; RFP p.: N/A) | Novus Architects | 1/30/2026 | As clarified in Addendum No. 1, Proposers are required to submit one (1) signed original printed proposal, seven (7) printed copies, and one (1) electronic copy in PDF format saved to a USB drive. The RFP and Addendum No. 1 do not establish any additional requirement for electronic submission by email, file transfer, or online portal. Proposers should comply strictly with the submission format and delivery instructions as issued. |
| 48 | For the cost estimate for construction services, how many project visits are expected on a monthly basis? This question applies for both projects. (Section 3.6.1.3; RFP p. 15) | Kimley-Horn Puerto Rico, LLC | 1/30/2026 | The RFP establishes a minimum frequency for construction-phase site presence. Section 3.7.4.5 requires the A/E Firm to conduct "Bi-Weekly Site Visits and Field Inspection Reports.". Accordingly, Proposers should assume no fewer than two (2) site visits per month per active project during construction, subject to adjustment as directed by the LRA. |
| 49 | Please clarify the FEMA obligated funds available for the projects. (Section 3.1; RFP p. 11) | Kimley-Horn Puerto Rico, LLC | 1/30/2026 | The construction budget information is provided in Addendum 3. Refer to the attached report in Addendum 3 for the cost breakdown by building and the CRC Gross Cost. |
| 50 | Can LRA provide the current SWMU restrictions that could impact both projects? (Section 3.5.2; RFP p. 12) | Kimley-Horn Puerto Rico, LLC | 1/30/2026 | Section 3.5.2 notes that there are no SWMUs or Areas of Concern (AOCs) within the project boundaries; however, SWMU 45 is located adjacent to the project areas and is undergoing evaluation under the RCRA Facility Investigation / Corrective Measures Study (RFI/CMS) process. The RFP does not establish project-specific land-use restrictions, but it identifies SWMU 45 as a relevant adjacent environmental condition subject to ongoing U.S. Navy remediation and evaluation activities, which may require coordination and could affect access, sequencing, or construction planning. |



**Minuta de Reunión “Site Visit”
REQUEST FOR PROPOSAL RFP# 2025-001
Coast Guard Pier Marina & All Hands Beach**

Ubicación: Edificio 1205 Piso # 2, Roosevelt Roads, Ceiba, Puerto Rico.

Salón María M “Dally” Dávila Soto

Fecha: 23 de enero de 2026

Hora: 10:00 am

| Nombre | Agencia/Compañía |
|-------------------------------|-----------------------------------|
| Lic. Carlos J. Rios Pierluisi | Director Ejecutivo LRA |
| Sra. Irma V. Rodriguez | Ayudante del Director Ejecutivo |
| Sra. Ana María Ramos | Directora Comunicaciones |
| Ing. Ramón Lizardi | LRA |
| Ing. Steven Donato | LRA |
| Sra. Gindymar Cintrón | LRA |
| Sr. Adalberto Molina | LRA |
| Ing. Enid Miranda | Gvelop |
| Ing. Weslie Amaro | |
| Sr. Pedro J. Pedraza | 4D Engineering PSC |
| Sr. Edwin Bonilla | AtkinsRealis Caribe |
| Sr. Vincent Ferrer | Barragan + Ferrer Arquitectos LLC |
| Sr. Jean M. Santos | |
| Ing. Juan Manuel Vazquez | Vazquez Associates |
| Sra. Noelia Rosa | |
| Sra. Natalia Marrero | Tetra Tech PR |
| Sr. Fernando Pages | |
| Sr. Carlos Páez | Gvelop |
| Arg. Juan Gallisa | ROV Engineering |
| Sr. Rodolfo Magasreus | Venergy Group |
| Sr. Yamil Cirino | CMP |
| Sr. Szymon Figueroa | Clearway PR |
| Sr. Rafael Linero | |
| Sr. Francisco J. Soto | ENCO Group, LLC |
| Sr. Raul Marrero | Enrique Ruiz & Associates, PSC |
| Sr. Alberto Fernández | Integra Design Group, PSC |
| Sra. Eileen M. Velez | Kimley-Horn |
| Sr. Jean A. Vidal | MCA Arquitectos LLC |
| Sr. Fernando PLa | |
| Sr. Karain Alamo | UNIPRO |
| Sra. Ada Peña | |

Asuntos Discutidos

- El Ing. Donato, hace una introducción del proyecto y la Autoridad de Redesarrollo Local para Roosevelt Roads.
- La Ing. Miranda hace un resumen del programa FEMA 428, proyectos “fix cost”. Indicó que, este permite hacer un proyecto alterno o mejorado, evalúa mejoras, como demoler o mejorar áreas.
- El Ing. Amaro, amplio y discutió los “exhibits” del RFP.
- El Ing. Lizardi, amplia sobre los trabajos a considerar en el Coast Guard Pier, solo se considera demolición de estructuras y unas reparaciones en unas áreas identificadas.
- La Ing. Miranda discute las 3 fases del RFP concernientes a diseño y a especificaciones requeridas de FEMA, incluidas en los exhibits discutidos.
- Enfatiza el Ing. Lizardi la importancia de que el licitador responda las preguntas que solicite fema y en el tiempo determinado.
- Las fases son más bien evaluadas en términos ambientales.
- El Ing. Lizardi menciona paginas 24-27 del RFP requisitos y estructuras de la propuesta y recomienda que las propuestas sean presentadas de forma organizada, siguiendo los formatos establecidos y de forma breve.
- Ing. Miranda puntualiza la importancia del proceso, preguntas y fechas límites, todo tiene que ser por escrito, a través del correo electrónico. (pag. 7, del RFP) a lradevelopment@lra.pr.gov
- Preguntas de los servicios de agua potable y electricidad deben ser sometidas a LRA, ya que los servicios básicos son de LRA. (LUMA y PRESA). Informa Ing. Lizardi
- El Ing. Donato añade que cualquier consulta de utilidades también es con LRA.
- Se presenta al Director Ejecutivo, Sr. Carlos J. Rios Pierluisi, su ayudante ejecutiva, Sra. Irma V. Rodriguez y la Sra. Ana M. Ramos, Directora de comunicaciones.
- El Director Ejecutivo menciona que en planes de desarrollo de RR, esta hacer un centro de investigaciones relacionado con la biología marina, un centro educativo, entre otras áreas y proyectos que beneficiaran el desarrollo de las facilidades de Roosevelt Roads (RR).
- Se hace una sesión de preguntas y respuestas.
- *El grupo de retira a la visita de campo a las 11:15am*

Preguntas:

1. Sr. Yamil Cirino-CPM

¿Los servicios de supervisión en el campo, incluyen el inspector?

Contestación: No hay gerencia ni inspección. Debe considerar solo el diseño, visitas al proyecto, participación de reuniones, verificación de documentos y trabajos relacionados al diseño.

2. Sr. Francisco Soto- ENCO Group

¿Los estudios están aparte del “cost form”?

Contestación: Si, están aparte.

3. Ing. Juan Vázquez- Vazquez & Associates

¿Se mencionó que hay un proyecto que no va, es el de la Marina?

Contestación: Es una petición de proyecto alterno a FEMA

¿Dónde dice “Under Water Structural Investigations”, se pueden proponer estudios que FEMA no hizo?

Contestación: Sí, pueden proponer estudios que sean necesarios

4. Sra. Natalia Marrero- Tetra Tech

¿En la ronda de documentos enmendados en el segundo proyecto, ya que en la primera ronda hacía referencia a la Marina y los fondos fueron re-assignados al Coast Guard, habrá una segunda ronda de documentos enmendados?

Contestación: Ing. Donato - Los documentos enmendados y finales están en la página de Roosevelt Roads. Ing. Lizardi – Sí, hay algún cambio en documentación, se recomienda que se verifique la página con regularidad por si hay alguna corrección.

5. Ing. Eileen Vélez- Kimley Horn

¿Para hacer el “cost form” de la fase 3, en relación con las visitas periódicas, cuantas visitas son o si es a criterio?

Contestación: Se determinará al seleccionar el licitador según sean requeridas para el proyecto.

6. Sr. Edwin Bonilla- Atkins

¿Han evaluado el efecto de la solicitud de adendum #1 para extender la fecha del RFP?

Contestación: Ing. Lizardi - Todos tendrán la información bajo un proceso transparente y competitivo. Pags. 16-23 establece los “deliverables”, reportes que dan pie con FEMA para que se pueda aprobar.

7. Sr. Juan Galliza- ROV Engineering

¿El programa de reuniones se presenta presencial o remoto?

Contestación: Ing. Donato indicó que en la oficina de Hato Rey es donde normalmente se llevan las reuniones de manera presencial, pero que las reuniones de progreso suelen hacerse virtual.

El Ing. Lizardi añadió que, en las facilidades de Ceiba si es con el fin de visitar campo.

8. Sra. Natalia Marrero-Tetra Tech

¿Se somete la propuesta de manera remota y física?

Contestación: Física en las oficina de Hato Rey. Son varias copias según indica el RFP debido a que se le entrega copias físicas a la junta de directores de LRA. Añade el Ing. Donato que, para la copia digital, se entregue en un solo PDF en el pendrive y no varios documentos sueltos.

9. Ing. Edwin Bonilla- AtkinsRealis Caribe

¿Toda la información técnica y financiera en un solo documento?

Contestación: Sí, un solo documento donde se incluya todo, menciona el Ing. Bonilla, que ve muy eficiente el proceso y diferente a requerimientos de otras agencias.

10. Sra. Noelia Rosa- Tetra Tech

¿Lugar de entrega de la propuesta?

Contestación: Hato Rey

11. Sr. Fernando Pla- MC Arquitectos

¿Se entregan dos propuestas separadas o una sola?

Contestación: Una (1) propuesta original para el proyecto con sus debidas copias según el RFP

12. Sr. Juan Galliza-ROV Engineering

¿Siendo dos propuestas, la intención es adjudicar ambas a la misma firma, o se puede aplicar solo a una?

Contestación: Ing. Lizardi solicita por la complejidad de la pregunta, que esta sea enviada por escrito al correo electrónico de LRA.

13. Sra. Eileen Velez- Kimley Horn

¿Cuál es el horario de entrega de preguntas?

Contestación: Hasta las 5pm

¿Se puede compartir la lista de asistencia?

Contestación: Sí

14. Ing. Juan VaAzquez- Vazquez Associates

¿Se va a compartir la presentación?

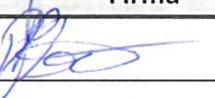
Contestación: La información para preparar la presentación, se obtuvo del RFP. Para clarificaciones, favor referirse al RFP directamente para evitar confusiones.

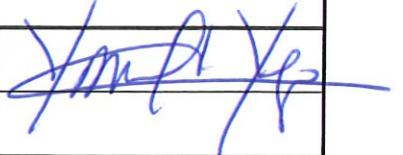
Hoja de Registro

RFP #2025-001

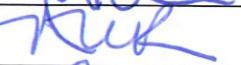
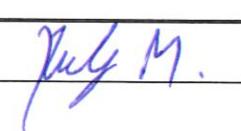
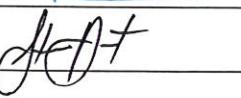
Site Visit - Coast Guard Pier & All Hands Beach

Date: January 23, 2026

| Compañía | Nombre | Correo electrónico | Teléfono | Firma |
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| CSA Architects and Engineers | | | | |
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