



VIRGIN ISLANDS HOUSING FINANCE AUTHORITY

Community Development Block Grant – Disaster Recovery
3438 Kronprindsens Gade • GERS Complex 1st Floor Suite 4
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REQUEST FOR QUALIFICATIONS RFQ 001-2020-DR-STT/STX

ADDENDUM NO. 1

ENVIRONMENTAL REVIEW, ASSESSMENTS, AND TESTING SERVICES

Issue date:

November 27, 2019

Submittal deadline:

Phase 1: December 20, 2019

Phase 2: January 31, 2020

Contact person:

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 *Unlocking the Door to Affordable Housing*



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ADDENDUM NO. 1

Request for Qualifications

Community Development Block Grant – Disaster Recovery Program
Environmental Review, Assessments, and Testing Services
RFQ-001-2020-DR-STT/STX

This addendum consists of two (2) letter size pages (8.5' x 11").

This Addendum is hereby made part of the RFQ for Environmental Review, Assessments, and Testing Services dated November 27, 2019.

This addendum consists of Questions and Answers as follows:

1. **Title page, Submittal Deadline and Section 6.0:** Both the submittal deadline and the RFQ Schedule list deadlines for a "Phase 1" and "Phase 2" submission, each including a question and answer cycle. However, the RFQ does not define or discuss what is intended by these Phases. Please clarify what is intended by Phase 1 and Phase 2, and whether this RFQ represents Phase 1.

Answer: This RFQ represents both Phase(s) 1 and 2. Each phase is the period of time the RFQ is open to receiving qualification submittals from prospective vendors.

2. **Enclosure Document D.** The Contractor's Qualification Statement asks for "Number of Tenant Relocation Services completed in the last five (5) years" at the beginning of the second section. However, there is no mention of providing tenant relocation services anywhere else in the RFQ. Should this language be changed to "Number of Environmental Review Assessments, and Testing Services completed in the last five (5) years"? Or should URA services be added to the scope?

Answer: Enclosure Document D is amended to delete the following language "Number of Tenant Relocation Services completed in the last five (5) years" and add the following statement "Number of Environmental Review Assessments, and Testing Services completed in the last five (5) years".

3. **Enclosure Document D.** The Contractor's Qualification Statement asks bidders to "Complete the following pages for information related to your current and past projects references/client listing," and the only page that appears to follow this form is the References form. Please confirm that this is the only additional page that must be completed for Enclosure D.

Answer: Yes, this is the only additional page that must be completed for Enclosure D.

4. **Section 9.0 of the RFP,** vendors are to show good faith efforts. However, we have been unable to locate a list of registered M/WBE business on the Virgin Islands. Could you provide a list of eligible businesses? Or, would it be acceptable to conduct good faith efforts to M/WBE businesses located in the closest state (Florida)?

Answer: Currently, all businesses eligible for M/WBE should register with the Department of Public Works, and a list of registered M/WBE business in the Virgin Islands can be obtained from DPW (www.dpw.vi.gov).

5. How many contractors do you anticipate selecting for the pool?

Answer: VIHFA anticipates selecting as many qualified contractors as needed to perform the requested tasks.

All other requirements and provisions of RFQ-001-2020-DR-STT/STX, Environmental Review, Assessments, and Testing Services, shall remain in full force and effect.

Each proposer shall make reference in their Proposal to Addendum 1 to the RFQ Documents. Failure to do so may result in the Proposer's disqualification.

 12/10/19

Antoinette Fleming, Director
Community Development Block Grant-
Disaster Recovery