

# **Request for Proposals No. 006-2013 (P)**



GOVERNMENT OF  
THE VIRGIN ISLANDS OF THE UNITED STATES

Request for Proposal - Negotiation  
PROFESSIONAL SERVICES

To: ..... Date: January 28, 2013  
..... RFP-006-2013 (Professional)

---

Pursuant to 31 V. I. C. § 239 (a) (4) and the Rules and Regulations thereunder issued, the Government of the Virgin Islands, Property and Procurement, will receive proposals for the work described below. Proposals will be received until **Wednesday, February 27, 2013 @ 4:00 P.M.**

**DESCRIPTION OF WORK**

The Government of the Virgin Islands, Department of Property and Procurement is requesting proposals from qualified contractors for the following services: **RFP-006-2013 (P) Development of the Paul E. Joseph Stadium and Sports Complex, St. Croix, U.S. Virgin Islands.**

SCOPE OF SERVICES: SEE ATTACHED

### NEGOTIATED PROCEDURES:

The Commissioner of the Department of Property and Procurement will appoint a Selection Committee to assist in the evaluation and selection of the Architect/Engineer. Accordingly, current data on qualifications and performance should be submitted with proposals. After reviewing the qualifications and proposals, the Committee will select for discussions from the firm/s or person/s considered not less than three (3), in order of preference, **deemed to be the most highly qualified to provide the services herein required.** Discussions will be conducted successively and severally with the firms or persons so selected regarding the anticipated concepts and the relative utility of alternative methods of approach for furnishing the services hereunder.

### FACTORS FOR DISCUSSIONS:

Selection criteria will include (i.) Professional qualifications, registration and general reputation of the principals of the firm; (ii) the extent to which the firm or person specialized in or has designed project of a type and scope similar to that hereunder; (iii) familiarity with the area in which the project is to be located; (iv) capability of meeting design schedules; and (v) quality of performances on other projects.

### NEGOTIATION:

The Selection Committee shall recommend to the Commissioner **the highest qualified firm or persons with whom a contract shall be negotiated.** The Commissioner, with the assistance of the Selection Committee shall negotiate a contract with such firm or person.

Should the Commissioner be unable to negotiate a satisfactory contract with the firm considered to be the most qualified, at a price he determines to be fair and reasonable to the Government, negotiations with that firm will be formally terminated? Negotiations will then be commenced with the second most qualified, the third most qualified or additional firms, in order of preference and their competence and qualification, and shall continue until an agreement is reached.

Lynn A. Millin Maduro  
Commissioner of Property and Procurement

## INSTRUCTION TO PROPOSERS

### A. NOTICE

This project is for, the following services: **RFP-006-2013 (P) Development of the Paul E. Joseph Stadium and Sports Complex, St. Croix, U.S. Virgin Islands.**

Information provided in the scope of work is to be used only for purposes of preparing a proposal. It is further expected that each bidder will read the scope of work with care, for failure to meet certain specified conditions may invalidate the proposal.

The Government of the Virgin Islands, hereinafter referred to as GVI, reserves the right to reject any or all proposals or any portion thereof and to accept the proposal deemed most advantageous to GVI. Price shall not be the sole criterion of awarding this project. Scope and quality of work proposed and the ability of the bidder to complete this type of project shall be considered.

Applicants are requested to submit proposals based on the scope of work. Alternative proposals recommending new features and technology other than that requested in the scope of work will receive consideration providing such new features and/or technology is clearly explained. Any exceptions to the requirements requested herein must be clearly noted in writing and be included as part of the proposal.

The information contained herein is believed to be accurate, but is not to be considered in any way as a warranty. Request for additional information clarifying the Scope of Work should be directed in writing to: **St. Claire N. Williams, Commissioner, Department of Sports, Parks and Recreation (340) 773-0160** and a copy to the Commissioner of Property and Procurement.

### B. STATEMENT OF PURPOSE

This project has been addressed to assist the Government of the Virgin Islands in meeting The need for the following services: **RFP-006-2013 (P) Development of the Paul E. Joseph Stadium and Sports Complex, St. Croix, U.S. Virgin Islands.**

### C. PROPOSED SCOPE OF WORK

SEE ATTACHED SCOPE OF WORK

**D. TIMETABLE.**

1. Proposals will be accepted at the Department of Property and Procurement, no later than **Wednesday, February 27, 2013 at 4:00 PM**
2. Last Day for Questions: **Friday, February 22, 2013 at 4:00 p.m.**

**E. SUBMISSION OF PROPOSAL**

**All interested parties shall submit seven (7) sets of proposals, which are to be delivered to the Department of Property and Procurement during normal business hours, no later than Wednesday, February 27, 2013 at 4:00 P.M**

They shall be addressed to:

Honorable Lynn A. Millin Maduro  
Commissioner  
Department of Property and Procurement  
#3274 Estate Richmond, Christiansted  
St. Croix, U.S. Virgin Islands 00820-4200

The sealed envelope containing the proposal must have the following information written on the outside of the envelope:

**SEALED PROPOSALS - DO NOT OPEN**

RFP-006-2013 (P)  
(Name of Offeror)  
(Mailing Address of Offeror)  
(Telephone Number of Offeror)  
(Fax Number of Offeror)

Where proposals are sent by mail, the bidder shall be responsible for their delivery to the Department of Property and Procurement before the date and time set for the closing of acceptance of proposals.

## F. WITHDRAWALS OF PROPOSAL

A proposal may be withdrawn at any time prior to the time specified as the closing time for acceptance of proposals. However, no proposal shall be withdrawn or canceled for a period of thirty (30) days after said closing time for acceptance of proposals nor shall the successful provider withdraw or cancel or modify his proposal, except at the request of GVI after having been notified that said proposal has been accepted by GVI.

## G. INTERPRETATION OF SPECIFICATIONS

If any person contemplating submitting a proposal requires clarification of any part of the scope of work, he/she may submit to the GVI a written request for an interpretation thereof to St. Clair N. Williams, Commissioner, Department of Sports, Parks and Recreation (340) 773-0160 GVI will not respond to questions received after the above-established date. The person submitting the request will be responsible for its prompt delivery. Any interpretation of the scope of work will be made in writing to all prospective providers. Oral explanations will not be binding.

## H. CONSIDERATION OF PROPOSAL

The Commissioner of Property and Procurement shall represent and act for GVI in all matters pertaining to the scope of work and contract in conjunction therewith. **This RFP does not commit GVI to the award of a contract, nor pay any cost incurred in the preparation and submission of proposals in anticipation of a contract. GVI reserves the right to reject any or all proposals and to disregard any informality and/or irregularity in the proposal when, in its opinion, the best interest of GVI will be served by such action.** Proposals failing to provide some of the items in the scope of work shall not be rejected per se, but any deviations from the scope must be clearly noted.

## I. ACCEPTANCE OF PROPOSALS

GVI will notify in writing acceptance of one of the proposals. Failure to provide any supplementary documentation to comply with the vendor's proposal may be grounds for disqualification.

## **J. CONTENTS OF PROPOSAL**

The following is a list of information to be included in the written proposal. Failure to comply with all the requirements as outlined may disqualify the applicant.

1. Introductory letter about the applicant:
  - a. Firm Name, address, fax and telephone
  - b. Type of service for which Firm is qualified.
  - c. Copy of V. I. business license.
2. Organization:
  - a. Names of Principals of Firm
  - b. Names of key personnel with experience of each and length of time in organization
  - c. Number of staff available for assignment.
3. Outside consultants and associates usually retained.
4. Project experience:
  - a. List of completed projects of similar type and estimated cost of each.
  - b. Current projects underway; scope; percentage completed to date and estimated cost of each.
5. Similar Project References (including contact name and number.)
6. Project Approach:
  - a. Describe how you will approach this project.
7. Cost: The Cost Proposal must be submitted in a separate sealed envelope.

## **K. CONFLICT OF INTEREST**

A bidder filing a proposal hereby certifies that no officer, agent or employee of GVI has a pecuniary interest in this proposal or has participated in contract negotiations on behalf of GVI; that the proposal is made in good faith without fraud, collusion, or connection of any kind with any other Bidder for the same request for proposals; the Bidder is competing solely in its own behalf without connection, with, or obligation to, any undisclosed person or firm.

## **L. LICENSE REQUIREMENT**

An award will not be made to any firm or individual doing business in the Virgin Islands to perform work with the Government of the Virgin Islands until evidence is submitted that the said firm or individual has a valid V. I. Business License to do similar business in the Virgin Islands. Bidders must submit hard copy of a valid V. I. Business license within ten (10) working days after award.

All Bidders bidding as Joint Ventures that do business in the Virgin Islands must be licensed as a Joint Venture in the Virgin Islands.

#### **M. REQUIRED DOCUMENTS**

1. **PUBLIC LIABILITY:** The successful bidder will be required to obtain and have in place public liability insurance and other insurance necessary as requested in this proposal package. Insurance policy(ies) shall name the Government of the Virgin Islands as "**Additional insured.**" The public liability insurance shall have a minimum limit of not less than **one hundred thousand (\$100,000.00) dollars** for any one occurrence for death or personal injury and **one hundred thousand (\$100,000.00) dollars** for any one occurrence for property damage. Offeror must provide public liability insurance with ten (10) working days after award.
2. **WORKERS' COMPENSATION:** Within ten (10) working days after award of project the successful offeror must submit a copy of their certificate providing that his firm and his agents are covered by Workers Compensation Employee's Liability.

**FAILURE TO PROVIDE THE CERTIFICATES WITHIN THE STATED TIME PERIOD MAY RESULT IN THE PROPOSAL DEEMED AS NON-RESPONSIVE AND MAY BE IMMEDIATELY DISQUALIFIED WITH NO FURTHER CONSIDERATION GIVEN FOR POTENTIAL AWARDED OF THE CONTRACT.**

#### **N. REQUIREMENTS FOR CORPORATIONS:**

1. ARTICLES OF INCORPORATION
2. CERTIFICATE OF CORPORATE RESOLUTION
3. CERTIFICATE OF GOOD STANDING

THESE WILL BE REQUIRED PRIOR TO AWARD OF CONTRACT.



2013

# ***PAUL E. JOSEPH STADIUM & SPORTS COMPLEX***

**REQUEST FOR PROPOSALS**

**BUILD/FINANCE PROJECT**

**The Government of the Virgin Islands, Department of Sport,  
Parks and Recreation is requesting proposals from qualified  
Developers for the Development of the Paul E. Joseph Stadium  
And Sports Complex, Frederiksted, St. Croix, United States Virgin Islands**

**Owner  
Government of the Virgin Islands  
Department of Sports, Parks & Recreation**

# **REQUEST FOR PROPOSALS FOR PAUL E. JOSEPH STADIUM & SPORTS COMPLEX**

## **SUMMARY**

The Department of Sports, Parks and Recreation is soliciting proposals from qualified and experienced developers to develop, finance and design the complete renovations of the Paul E. Joseph Stadium and Recreational Sports Complex at the location of the existing Paul E. Joseph Stadium and Terrence Martin Field site and development of a Festival Village. The development shall include but not be limited to the demolition of the existing facilities and construction of a 3,500 seat baseball stadium and a 750-1,000 seat little league facilities, complete with team facilities and amenities. Comprising of 10.5 U.S. Acres of the existing site and described as Parcel No. 2 Lagoon Street, Estate La Grange, Frederiksted, St. Croix, United States Virgin Islands.

The objective of the Department of Sports, Parks and Recreation is to provide a state of the art recreational facility for our visitors, guest and the people of the Virgin Islands. In doing so, the Department is seeking through our request a "Qualification Statement" to include the ability, commitment and fiscal capability from prospective developers to:

1. Develop architectural and engineering designs based on the scope of work provided and the capacity to create complete work drawings and plans.
2. Demolish and Construct facilities to include a Festival Village.
3. Provide project financing to include alternate ownership options. (Alternate sports facilities).
4. Provide facility management to include maintenance and operations of facilities.
5. Provide promotion and marketing services with revenue sharing.

## **DESIGN CRITERIA**

The construction of an International Class Baseball Stadium shall be designed and equipped to fully comply with international and local building codes and other federal and local authorities having jurisdiction and shall meet all baseball standards for AAA and International play.

Design and construction documents for site work, demolition and structure shall be coordinated and reviewed by the Department of Sports, Parks and Recreation in order to communicate the design and construction intentions to the Government and oversight agencies, as well as to determine compliance with applicable code requirements.

## **SCOPE OF WORK**

1. The construction of an International Class Baseball Stadium with a seating capacity of 3,500, with multi-use capabilities to include performing concerts.
2. Construction of a Little League Facility with seating capacity of 750-1,000, field lighting, press box and all of the amenities required.
3. Entry Plaza with ticket booths, restrooms, concession buildings, open pavilion and energy efficient lighting.
4. Locker and maintenance building with locker room.
5. Development and construction of a Festival Village with a minimum of twenty (20) concession/vending booths.

## **FINANCIAL TERMS**

The proposal must specify, in detail, the financial terms of the proposal. If the proposal is based on sale, the proposal must specify the price of the facility delivered and the costs associated with the construction development.

## **TERMS AND CONDITIONS**

Award will be made to the applicant whose proposal is determined to be superior based on responsiveness to the design, scope of work, experience, development cost and warranties provided.

The Government reserves the right, at its sole discretion, to select a developer on the basis of response to this Request for Proposals or to request additional responses from other

qualified individuals/firms or additional sources, for the specific site identified, at the conclusion of the Request for Proposals.

The Government reserves the right, at its sole discretion, to accept or reject any or all proposals received as a result of this request, to negotiate with any qualified developer (s) or additional sources, or to modify or cancel, in part, or in its entirety, this Request for Proposals, or waive compliance with, or change any of the terms and conditions of the Request if it's in the best interest of the Department of Sports, Parks and Recreation or the Government to do so.

The proposed project shall conform to, and be subject to all applicable laws, regulations, and ordinances of all federal and local authorities having jurisdiction, as the same may be amended from time to time, except as otherwise specified herein.

All valid permits as required by local and federal agencies shall be obtained by the selected developer prior to commencing any construction.

The Government is not obligated to pay and shall not pay any costs of losses incurred by any developer at any time, including the cost of responding to this Request for Proposals, unless the Government has expressly agreed to do so in writing.

Selection of a developer's proposal will not create any right on the applicant's part, including, without limitation, rights of enforcement, equity, or reimbursement, until the applicable contract and all related documents are fully executed and approved by all parties, including, but not limited to, the Office of the Governor.

The Government serves the right to approve the selected developer's principal consultants throughout the design and development of the project.

The Government at its sole discretion will have the option to terminate negotiations at any time if it is not satisfied with the progress of the negotiations. The Government reserves the right, after rejecting all proposals or withdrawing the Request for Proposals, to negotiate with a non-applicant, if it is in the best interest of the Government.

Submission of a proposal shall be deemed the developer's consent to any inquiry made by the Government with regard to the developer's experience and/or financial capabilities or other matter deemed relevant by the Government to the proposal.

This Request for Proposal does not constitute any obligation whatsoever of the Government of the Virgin Islands. A valid contract may only be executed after approval by the Commissioner of the Property and Procurement, the Attorney General, the Commissioner of Sports, Parks and Recreation and the Governor.

## **RESERVATIONS**

The agreements to be entered into between the Government and the successful bidder shall contain negotiated provisions based in the specific requirements sets forth in the Request for Proposals, and the successful bidder's treatment thereof, as contained in its proposal. Any respondents wishing to take exceptions to any statement or requirements in this Request for Proposals or to any required, specific or general provisions in the appendix should address these issues in tis response. A general statement of reservations is not acceptable.

## **ELEGIBLE REQUEST FOR ASSISTANCE**

The Government of the Virgin Islands as provided, legislation for the full utilization of "Tax Increment Financing" or TIF.