



GOVERNMENT OF THE UNITED STATES VIRGIN ISLANDS

DEPARTMENT OF  
**EDUCATION**

*Division of Procurement*

1834 Kongens Gade, Charlotte Amalie  
St. Thomas, U.S. Virgin Islands 00802-6746  
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**Khadila D. Joseph**  
Director

**Request for Quotation No. VIDE-RFP-2018-017(P)  
to Asbestos Abatement Services at the Uller F. Muller Elementary School in the St.  
Thomas, St. John School District**

Solicitation Date: June 6, 2018 at, 10:00 am  
Pre-bid Walk Thru: June 15, 2018 at 10:00am (Muller School)  
Proposal Due Date: June 25, 2018, at 5:00pm

Attention: Khadila D. Joseph, Director of Procurement  
Virgin Islands Department of Education  
1834 Kongens Gade  
St. Thomas, U.S. Virgin Islands 00802

Email: [khadila.joseph@vide.vi](mailto:khadila.joseph@vide.vi)

**Summary/ Overview:** The Virgin Islands Department of Education (DOE) St. Thomas/ St. John District seeks a qualified Hazardous Material Abatement Contractor with the knowledge, experience, and expertise to provide all labor, tools, equipment, machinery, supplies and testing to remove and dispose of Asbestos Containing Building Material (ACBM) from the Library and Library Storeroom at Ulla F. Muller Elementary School, St. Thomas, VI.

The proposer shall also meet the following requirements:

- (1) Provide history and background of organization.
- (2) Provide previous experience including years of experience describing the type of experience required for the project.
- (3) Demonstrate ability and capability to deliver on all aspects as described in Section II.
  - Proposers should present their vision of how they propose meeting VIDE's needs and identify the overall approach to the project, define the scope of their offered services, and how they propose to meet the *Scope of Services and Deliverables* as defined in this RFP.
  - Proposer should provide results of a diagnostic test and network coverage map that illustrates the providers ability to provide service to all schools and communities.
  - Proposed should provide listing of suggested bandwidth with speed test needed to support program.



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## **I: Scope of Work**

### *Tasks*

The selected contractor shall...

- A. Prepare abatement and safety plans to include certification of all managerial and on-site personnel. Abatement and Safety plans shall be approved by DPNR and VIDE prior to commencing work.
- B. Secure DPNR/ EPA asbestos abatement permit.
- C. Establishing an Isolated on-site Staging Area for work efforts;
- D. Mobilization, Posting of project safety notices and permits, Securing & Isolation of areas for Asbestos Abatement work;
- E. Removal, cleaning, and on-site storage of all salvageable furnishings and equipment found within areas to be abated;
- F. Removal, packaging, shipping and disposal of all asbestos and ACBM's; *Abatement shall include the removal and disposal of 9"x9" asbestos tiles and mastic (approximately 804 s.f.) in the Library and Library Storeroom.*
- G. Cleaning & Clearing of all areas after Asbestos Abatement work efforts are completed;

### *Deliverables*

- A. DPNR approved Asbestos Abatement Plan, Asbestos Abatement Safety Plan and Asbestos Abatement permit *Approved plans shall be submitted to DOE prior to commencing abatement.*
- B. Testing Confirmation & Certification that Asbestos Abatement work was successfully completed and disposed; *Certification shall include signed chain of custody report to include all steps from removal to disposal at a certified asbestos disposal facility in accordance with local and federal laws.*
- C. DPNR – Environmental Protection Division's approval of asbestos abatement work.

## ***CONTRACTUAL REQUIREMENTS***

All bid proposals and subsequent contract and supporting documents (if selected) must reflect the legal name of entity. Supporting documents that must be submitted prior to contract execution and within the time established by the Government shall include, but not be limited to, the following:



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- (1) **Certificate of Resolution**, as to the authorized negotiator and signer of a contract.
- (2) **Current Business License** issued to the legal name of record issued by state, city or county in which the foreign corporation is operating.
- (3) One (1) current original **Certificate(s) of Good Standing/Existence**, in legal name of the Contractor
- (4) **Articles of Incorporation or Organization**, as applicable; or documents governing operation.
- (5) **Certificate of Liability Insurance** indicating proof of coverage of **General Liability/Public Liability Insurance** of no less than One Hundred Thousand Dollars and Zero Cents (**\$100,000.00**) for any one occurrence. The Contractor must provide a **Certificate of Liability Insurance** and **Declaration/Endorsement** pages that indicating that the Government of the Virgin Islands, Department of Education, is as “**certificate holder**” and an “**additional insured**” on the **General Liability/Public Liability Insurance**.
- (6) Certificate of Insurance/Copy of Certificate providing firm/agents are covered by Workers’ Compensation Employee’s Liability.

***Cost Proposal***

The proposal shall provide the proposed compensation for the services to be provided as described in Section I.

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Khadila D. Joseph  
Director