



TERRITORIAL HOSPITAL
REDEVELOPMENT TEAM



Invitation for Bids

IFB-002-2025-JFLH-THRT R1 Construction of the Interim Radiology Outpatient Care Facility

Solicitation Issue Date:	Monday, June 8, 2026	
Mandatory Pre-Bid Conference Date & Time:	Tuesday, June 23, 2026	10:00am (AST)
Conference Meeting ID: (on Microsoft TEAMS)	Meeting ID: 214 373 844 084 470 Passcode: N5cH9Mj3	
Mandatory 1 st Site Tour Walkthrough	Tuesday, June 23, 2026	12:00 p.m. (AST)
Question Deadline Date & Time:	Thursday, July 2, 2026	2:00pm (AST)
Bid Submittal Deadline Date & Time:	Tuesday, July 14, 2026	3:00pm (AST)
Bid Opening	Tuesday, July 14, 2026	4:00 p.m. (AST)
Bid Opening Meeting ID: (on Microsoft TEAMS)	Meeting ID: 261 624 538 271 430 Passcode: rA3Bp74A	
Submittal Email Address:	procurement@thrtvi.org	

“CONFIDENTIAL BID SUBMISSION”

Overview

The Territorial Hospital Redevelopment Team (“THRT”) is soliciting sealed bids from qualified and licensed United States Virgin Islands (“USVI”) General Construction Contractors (“Respondent”) for the Construction and Relocation Services for the Interim Radiology Outpatient Care Facility, located at the 2nd Level of the Virgin Islands Cardiac Center (“VICC”), 4007 Estate Diamond Ruby Christiansted, United States Virgin Islands (“USVI”). The project involves approximately 3,200 SF of facility renovation, with 2,628 SF designated for construction modifications as defined in the architectural drawings for the relocation and installation of critical diagnostic equipment, the construction and modification of designated clinical and support spaces, and the provision of terminal cleaning and preparation services to ensure readiness for medical operations, all in accordance with Construction Drawings and Specifications by FLAD & Associates.

1. DEFINITIONS.

The following definitions will be used in this document.

OWNERS (identifying its officers, agents, and employees). (THRT)	Territorial Hospital Redevelopment Team (THRT) & Juan F. Luis Hospital & Medical Center
PROJECT	The scope of work described in this document
ARCHITECT OF RECORD (AOR)	Flad & Associates, LLC
SELECTED RESPONDENT	The individual or firm providing a bid in response to this solicitation
TEAM	Owner, AOR, GC and Selected Respondent

Scope of Work

Provide an all-inclusive bid for work in accordance with Construction Drawings and Specifications, as per the Scope of Work. The Respondent shall be responsible for furnishing all labor, equipment, material, and services for the project, including but not limited to the *general* types of work to construct newly enclosed clinical spaces in compliance with infection prevention and patient privacy requirements.

Equipment Accommodation:

Provide construction services to accommodate the following equipment:

- X-ray equipment
- Nuclear Medicine SPECT (GAMMA IMAGING CAMERA) / Hot Lab
- Echocardiography equipment
- EKG/Stress Test Laboratory equipment
- Mammography unit
- Pacemaker Surveillance Service equipment
- Bone Densitometer
- Ultrasound

Including all necessary selective demolition, HAVC, plumbing, lighting, finishes, and FFE&E as specified in construction documents.

Construction/ Build-Out Highlights, refer to the Construction Drawings and Specifications for more details (Enclosure IV)

X-ray Supply Room & Storage Area

Build out a dedicated supply and storage space adjacent to the X-ray unit. Provide shelving, cabinetry, and storage solutions.

Headwalls Installation

Install four (4) new medical gas/electrical headwalls to support diagnostic and procedure spaces.

Verify medical gas line connections, vacuum, oxygen, and electrical/ data outlets.

Room Construction

Construct three (3) newly enclosed clinical spaces in compliance with infection prevention and patient privacy requirements.

Include necessary HVAC, plumbing, lighting, and finishes.

Dressing Room Workstation

Build out a combined patient dressing room and workstation with partitions, storage, and patient privacy provisions.

Breast Biopsy Procedure Room

Construct a dedicated biopsy procedure room with appropriate mechanical, electrical, plumbing, and fire protection provisions, lighting, and patient privacy elements.

Compliance and Finishes

Federal Codes, Regulations, and Guidelines

Deliver a turn-key product in accordance with all local and federal codes, regulations, and guidelines to include but not limited to:

FGI Guidelines for Design and Construction of Hospitals – 2018 Edition

ASHRAE – American Society of Heating, Refrigerating and Air Conditioning Engineers

ASSE - American Society of Sanitary Engineering

ASME - American Society of Mechanical Engineers

ANSI - American National Standards Institute

ASTM - American Society for Testing and Materials

NFPA 20 Standard for the Installation of Stationary Pumps for Fire Protection

NFPA 70 National Electric Code

NFPA 72 National Fire Alarm and Signaling Code

NFPA 90 Air Conditioning and Ventilating Systems Installation Standard

NFPA 99 Healthcare Facilities Code

NFPA 101 Life Safety Code

NFPA 110 Standard for Emergency and Standby Power Systems

NFPA 1600 Disaster/Emergency Management & Business Continuity Programs Standard

TIA – Telecommunications Industry Association

Underwriters Laboratory

Virgin Islands Building Codes

Virgin Islands Department of Planning and Natural Resources

Centers for Medicare and Medicaid Services

The Joint Commission

ASME A17.1 Safety Code for Elevators and Escalators for new construction

ASCE / SEI 7 Seismic requirements in elevators

Accessibility Guidelines of the Americans with Disabilities Act

Occupational Safety & Health Standards

Local Authorities Having Jurisdiction

Signage

Provide and install appropriate room identification and regulatory signage (ADA compliant).

Cleaning and Preparation

Perform terminal cleaning services to facilitate relocation and occupancy complying with infection control standard, including CDC and Joint Commission guidelines.

Testing, Inspection, and Reporting

Provide inspection reports, testing documentation, and certifications.

Provide warranty information for all work performed.

Relocation of Equipment

THRT & JFLH will be responsible for relocation of all equipment.

TERMS

THRT will contract for a period of one hundred eighty days (180) days **from the Notice to Proceed with a two-month extension option**. The THRT reserves the right to modify and/or terminate the contract if the selected Respondent fails to perform in a manner consistent with the terms of the contract. In addition, the THRT reserves the right to modify and/or terminate the contract if funding becomes unavailable.

FUNDING AGENCY FOR DESIGN AND CONSTRUCTION

FEMA PA and CDBG-DR

TERMINATION

THRT may terminate the contract with or without cause with **ten (10) calendar days** written notice to the other party before the effective date of such termination. THRT may, by written notice, terminate the Respondent's services, in whole or in part, for failure of the Respondent to fulfil its obligations under the parties' contract. In such an event, the Respondent shall be liable for damages as authorized by law.

LIQUIDATED DAMAGES

Should the successful Respondent fail to comply with the scope of work according to the terms of the contract, the successful Respondent agrees to pay Governor Juan F. Luis Hospital (JFLH), as liquidated damages, **\$1,000.00 USD** for each calendar day or portion thereof that the Respondent fails to commence or diligently perform the work in accordance with the contract documents and/is in violation of the contract. The liquidated damages shall first be deducted from any contract monies due but not yet paid to the successful Respondent, to the extent available.

USE OF SUBCONTRACTORS

THRT shall have a single prime Contractor and that prime Contractor shall be responsible for all deliverables specified in this IFB. This general requirement notwithstanding, Respondent may enter subcontractor arrangements. However, Respondents shall acknowledge in its IFB total responsibility for the entire contract. If the Respondent intends to subcontract for portions of the work, the Respondent shall identify in its package any subcontractor relationships and include specific designations of the tasks to be performed by the subcontractor. The documentation required by the prime contractor is also required for any subcontractor. The prime contractor shall be the single point of the contract for all subcontract work. Every subcontractor shall incorporate and follow the terms of the contract between the prime contractor and the THRT. Unless provided for in the contract with THRT, the prime contractor shall not contract with any other party for any of the services herein contracted without the express written approval of the THRT.

The prime contractor shall be responsible for fulfillment of all terms and conditions, timing, and payments to subcontractors regardless of funding provided by the THRT.

CONFLICT OF INTEREST

A respondent submitting a bid hereby certifies that no officer, agent, or employee of THRT has financial interest in this bid or has participated in contract negotiation on behalf of THRT; that the bid is made in good faith without fraud, collusion, or connection of any kind with any other Respondent for the same Invitation for Bid (“IFB”)’ the Respondent is competing solely in its own behalf without connection with, or obligation to any disclosed person or company.

CONTRACT PROVISIONS FOR FEMA OR HUD FUNDING

This Contract may be funded in whole or in part with federal funds administered by the Federal Emergency Management Agency (FEMA) subject to the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (the “Stafford Act”) or by local matching funds or other local or federal public sources, including without limitation Community Development Block Grant Disaster Recovery (“CDBG-DR”) funds administered by the United States Department of Housing and Urban Development (HUD), and this Contract is accordingly subject to availability and approval of such funding. To the extent the same may be applicable, the Contractor shall comply with all relevant provisions and execute and provide any further compliance certifications and such related documentation as may be appropriate or mandated under local and federal law, regulations and implementing guidance as well as all program-specific requirements as administered by FEMA, HUD, the Virgin Islands Territorial Emergency Management Agency (VITEMA), the Office of Disaster Recovery of the Virgin Islands Public Finance Authority, the Virgin Islands Territorial Hospital Redevelopment Team (THRT), or other relevant local or federal administering agency in connection with Stafford Act or CDBG-DR funding and any related or supplemental federal or local funding, as the same may be revised and updated from time to time, including but not limited to relevant provisions of 2 C.F.R. Part 200, as well as the specific compliance requirements and flow-down clauses set forth in Appendix II of 2 C.F.R. Part 200.

MINORITY/ WOMEN IN BUSINESS ENTERPRISE

Respondents that are not M/WBE’s are strongly encouraged to consider partnering, or other joint venture arrangements, with certified M/WBE firms to achieve the prescribed goals and to give M/WBE firms the opportunity to participate.

Respondents must document good faith efforts to provide meaningful participation by M/WBE firms. Willful and/or intentional violation of this obligation may result in the imposition of liquidated damages or other appropriate sanctions, including, without limitation, suspension of any future contracts with THRT and monetary payments based on the M/WBE goal shortfall.

CONSIDERATION OF BIDS

THRT reserves the right to reject any or all bids and to disregard any informal and/or irregularities in the bids when such action, in its opinion, is in the best interest of THRT. Bids failing to provide the requested information shall be rejected per se. THRT will award the contract to the **LOWEST RESPONSIVE** and **RESPONSIBLE** bidder. Past performance may be thoroughly checked prior to the awarding of any contract.

Bids must be prepared and submitted using the bid forms provided in this Invitation for Bids and must be typed or printed and then signed in ink. All bids must include all requested work items, conform to the Project Standards/Specifications and be responsive, accurate, and cost-reasonable. There are elements to eligibility for award: (a) responsiveness to the bid; and (b)

responsibility of the bidder considering delivery terms, technical and financial resources, capacity, and service reputation.

Definition of the Elements

a. Responsiveness to the bid specifications:

- a. Bid must meet all requirements specified therein
- b. Bid must not contain any restrictions or qualifications beyond those stipulated.

b. Price reasonableness, “quality offered, delivery terms and service reputation”

- a. All costs must be included. Your bid is your formal offer to supply the required items at the price you indicate and on the terms we specify.
- b. All deliverable promises must be kept.

SUBMISSION OF BIDS

Responses to this solicitation should be submitted to procurement@thrtvi.org no later than **3:00 p.m. AST on Tuesday, July 14, 2025.**

Electronic submissions must include the Company’s Name – Solicitation Number in the email’s Subject Line—for Example, ABC Company, Inc. – **IFB-002-2025-JFLH-THRT R1-Construction of the Hemodialysis Outpatient Care Facility**

The First Page of each electronic submission must also include the Company’s Name and Solicitation Number. The second page of each electronic submission must contain the following words: **“CONFIDENTIAL BID SUBMISSION”**

LATE submittals received after the official deadline will not be considered.

BID PACKAGE

This checklist provides guidance for all documents that must be included with each submittal. Each Respondent must comply for consideration of the award by submitting to: procurement@thrtvi.org

- i. **Corporate Documents (indicated on the checklist attached):** In accordance with Title 11 Chapter 21 subsection 1201 of the Virgin Islands Code, A person doing business in the United States Virgin Islands under any name other than his own, and every co-partnership or association of individuals, except corporations, doing business in the United States Virgin Islands, resident or nonresident, shall file in the office of the Lieutenant Governor a certificate setting forth the designation, and Title 13 Chapter 1 Subchapter XIV Subsection 401 of the Virgin Islands Code, No corporation created by the laws of any foreign country or any state of the United States, or the laws of the United States, shall do any business in the United States Virgin Islands through or by branch offices, agents or representatives located in the United States Virgin Islands until it shall have filed in the office of the Lieutenant Governor a certified copy of its charter or certificate of incorporation.
- ii. **Project Experience:** Provide a brief description of at least three (3) comparable previous projects or those currently being performed, including the percentage completed and project value. Provide two (2) references related to the scope of work being solicited, including a working telephone number and a valid email address.

- iii. **Respondents Qualification Statement:** Provide a minimum of three (3) professional references for the most recent, relevant work comparable to the scope requested in this IFB who would be willing to discuss your company's competency and performance. If you have more than three (3) references, a client listing with contact information should be provided as well. THRT reserves the right to check references prior to award.
- iv. **Attachment I:** Non-Collusive Affidavit (*form must be notarized*)
- v. **Attachment II:** Debarment Certification Form (*form must be notarized*)
- vi. **Attachment III:** Conflict of Interest Form
- vii. **Attachment IV:** Acknowledgement of any Addendum (if applicable)
- viii. **Attachment V:** Minority and Women Owned Business form
- ix. **Attachment VI:** Bid Sheet-All bid pricing must be valid for 90 days from the submission deadline and thereafter until the company withdraws it, a contract is executed and there is reason to modify, or the procurement is canceled, whichever occurs first.
- x. **Attachment VII:** Bid Bond Form
- xi. **Enclosure I:** FEMA-HUD Rider
- xii. **Enclosure II:** Contract Provisions Sample
- xiii. **Enclosure III:** Specs
- xiv. **Enclosure IV:** Drawings

Each respondent must adhere to the requirements of this section relative to the bid package contents and format to simplify the review process and facilitate the maximum degree of comparison. Respondents should ensure that their bid package closely follows the sequence and organizational outline described in this section.

FACTORS FOR AWARD

THRT reserves the right to reject any or all submittals or award the contract to the **MOST RESPONSIVE and RESPONSIBLE** respondent. Past performance will be thoroughly checked before awarding any contracts.

Submittals must be typed or printed and signed in ink. All submittals must include all requested work items, conform to the specifications listed in the scope of services, and be responsive, accurate, and cost-reasonable.

After the submittals have been evaluated, the Respondent with the highest evaluation score/highest ranked firm will be selected.

The selection criteria will include (i) Professional Qualifications, registrations, and the general reputation of principals of the firm or individual. (ii) the extent of which the firm or person encompass specialized experience in or has provided services similar to the scope of services; (iii) technical approach and capability of meeting schedules; and (v) overall cost to the project considering cost reasonableness.

The elements for eligibility of award are scored using the legend below:

Professional Qualification: Shall be evaluated based on the credentials of the Respondent's resources such as professional qualification, license, and certification for the specialized field. Responded must also be licensed and registered to perform business in the United States Virgin Islands. **15 Points**

Specialized Experience: Shall be evaluated based on the Respondent's relevant experience in providing services described in the scope. **35 Points**

Technical Approach: Shall be evaluated based on the Respondent's proposed plan to complete the project within the terms. **25 Points**

Cost: Shall be evaluated based on the reasonableness of the Respondent's cost. **25 Points**

INSURANCE

The successful Respondent shall be required to meet the following and submit it to the Owner within ten (10) business days after receiving notice of the award:

- a. **Certificate of Government Insurance (Workmen's Compensation):** The successful Respondent must submit a copy of their certificate stating that Worker's Compensation Employee's Liability covers the Firm and its agents.
 - i. A Certificate of Insurance reflects the required coverage by Virgin Islands law.
- b. **Builder's Risk Insurance**
 - i. Must cover the interests of both the Contractor and the Hospital, the interest of which the Hospital shall include property insurance, on all-risk basis inclusive of windstorms, earthquakes, and floods, to ensure the total replacement cost of materials, fixtures, and equipment used in construction as well as coverage for soft costs, in an amount of at least the Contract Price.
- c. **Comprehensive General Liability Insurance:**
 - i. Comprehensive general liability on an occurrence form with no "x, c, or u" exclusions with the following minimum limits:
 1. Each Occurrence-\$1,000,000.00
 2. Damaged to Rented Premises-\$50,000.00
 3. Medical Expenses-\$5,000.00
 4. Personal & Advertising Injury-\$1,000,000.00
 5. General Aggregate-\$2,000,000.00
 6. Products-Completed Operations Aggregate-\$2,000,000.00
 - ii. General Aggregate shall apply on a policy basis.
 - iii. Contractors shall provide a Certificate of Insurance reflecting required coverage.
- d. **Commercial Automobile Liability:** The successful Respondent will be required to obtain and have in place commercial automobile liability insurance, including all owned, non-owned, scheduled, and hired automobile with the following minimum limit and coverage for a combined single limit of not less than five hundred thousand dollars (\$1,000,000.000). The respondent must provide a Certificate of Insurance reflecting required coverage if applicable.

If awarded, the Contractor shall provide proof of adding GHHFC as the certificate holder and additional insured via an endorsement.

Government Hospital and Health Facilities Corporation
4007 Estate diamond Ruby
Christiansted, VI 00821

BONDING REQUIREMENTS

The Respondent shall comply with the THRT bonding requirements as described below:

Requirements

A Performance Bond and Payment Bond are required as follows:

Performance Bond: 100% of the Contract Price

Payment Bond: 100% of the Contract Price

TERMS AND CONDITIONS

The THRT anticipates that the resulting contracts will be a firm-fixed-price contract. The GHHFC reserves the right to modify and/or terminate the contract if the successful offeror fails to perform consistently with the contract terms.

By submitting a bid in response to this advertisement, the Respondent agrees to accept the boilerplate terms and conditions of Government Hospitals and Health Facilities Corporation's (GHHFC) standard Supply Contract, which is attached to this advertisement, if the proposer is selected for award. In addition, the Respondent agrees to comply with all legal requirements for contracting with GHHFC. This solicitation is a request for the submission of packages but is not itself an offer and shall under no circumstances be construed as an offer.

THRT reserves the right to reject, without prejudice, all submittals in response to this solicitation.

THRT reserves the right to modify or withdraw this request at any time and not to award a contract pursuant to the solicitation.

THRT reserves the right to reject any or all companies, or to terminate the solicitation process at any time, if deemed to be in its best interest.

Further, bids submitted in response to this solicitation become the property of the THRT and the THRT may use any idea or concept in a submitted package, regardless of whether that submittal is selected for award.

Under no circumstances shall a respondent publicly identify or comment on the contents of this specification or any effort pursuant to it without the prior written permission from the Owner.

Respondents must obtain owner approval prior to making public release or announcements related to this procurement following any contract award.

This solicitation is being issued on behalf of THRT. From the issuance date of this solicitation and until a respondent has been awarded, all correspondence must be made through the Procurement Office. Violation of this condition may result in rejection of the Respondent's submittal and/or cancellation of the entire solicitation.

The deadline to submit questions or inquiries to this solicitation is on the first page of the solicitation. Failure to ask questions, request changes or submit objections shall constitute the acceptance of all terms, conditions and requirements in this solicitation. The issuance of a written addendum by the Procurement Department is the only official method by which interpretation, clarification or additional information shall be given. If the THRT amends this solicitation, the Procurement Department will post such notices on its website, <https://www.thrtvi.org>

Federally funded procurements shall be governed by all terms and conditions attached hereto as [eCFR :: 40 CFR 35.3575 -- Application of Federal cross-cutting authorities \(cross-cutters\)](#). Respondents must adhere to the terms and conditions

This advertisement does not commit to THRT awarding a contract or paying any cost incurred while preparing and submitting bids in anticipation of a contract from this solicitation.

The successful Respondent shall protect all THRT's confidential information and is prohibited from misusing confidential and proprietary information. While providing services to THRT.

END