Request for Proposals (RFP)
Archaeological Monitoring Services
for the Pedestrian Access Improvements Project (APE-3)
Economic Development Investment Portfolio for Growth Program (IPG)
Community Development Block Grant – Disaster Recovery (CDBG-DR)
Puerto Rico Convention Center District Authority
Procurement No. CDBG-DR-IPG-PRCCDA-2026-07

ADDENDUM NO. 1
CLARIFICATIONS, COST FORM AND RESPONSES

On **August 7, 2026,** the Puerto Rico Convention Center District Authority ("PPCCDA") issued a Request for Proposals (RFP) for the acquisition of **Archaeological Monitoring Services for the Pedestrian Access Improvements Project (APE-3) No. CDBG-DR-IPG-PRCCDA-2026-07** (herein "the RFP") under the CRBG-DR, IPG Program.

Notice is given of this First Addendum to the RFP to:

A. Clarify and replace Section 4.7 of the RFP to read as follows:

4.7 Contract Term:

The term of the Contract(s) is anticipated to be **three hundred and sixty-five (365)** calendar days **(two hundred and sixty (260) work days**), contingent on the initiation of construction of the Pedestrian Access Project.

PRCCDA may, at its sole discretion, extend the Contract for additional terms, upon mutual written agreement between the Proposer and the PRCCDA. The PRCCDA reserves the right to re-bid the Contract(s) at any time during the performance of the Contract. Nothing of the above will be understood as a prohibition to the Selected Proposer(s) to compete in the new solicitation at the end of their Contract(s).

B. Rectify the Proposals Due Date **Time** (Electronic Submission Only), Section 5.3 of the RFP to read as follows: "The deadline for submitting Proposals is September 10, 2026, **by 4:00 p.m. (AST)**"

Section 5.3 of the RFP is clarified and replaced to read as follows:

5.3 Schedule

The deadline for submitting Proposals is **September 10, 2026, by 4:00 p.m. (AST)**

Target Date	Event
08/7/2026	Public Notice - Invitation to RFP
08/07/2026	Document Availability Start
08/17/2026	Deadline for Submission of Questions and/or Requests for Clarifications by 4:00 p.m. (AST)
08/21/2026	Responses to Questions and/or Requests for Clarifications
09/10/2026	Proposals Due Date (Electronic Submission Only) by 4:00 p.m. (AST)
10/31/2026	**Notice of Award Expected**

This project is funded with Community Development Block Grant – Disaster Recovery (CDBG-DR) funds and is subject to the environmental review requirements of 24 C.F.R. Part 58. Award and execution of any contract are contingent upon completion of the applicable environmental review and issuance of an authorization to use federal funds, in accordance with applicable federal regulations.

C. Clarify and replace Section 4.8 of the RFP to read as follows:

4.8 Payment

Payments shall be issued for services provided previously approved by the PRCCDA and the PRDOH. It is the Selected Proposer's responsibility to provide all services as set forth under the Scope of Services, **Section 4.0 of the RFP.**

D. Incorporate revised version of the Cost Proposal Form, Attachment I with the attached form.

E. Clarify and respond to the following inquiries, timely brought to the attention of the PRCCDA:

1. **Request for clarification**:

   "Can you please provide the approved Archaeological Monitoring Plan dated July 6, 2026, referenced in the RFP?"

   Response:

   The approved Archaeological Monitoring Plan was included in the RFP package as Exhibit 2, beginning on page 152. The Plan was prepared on April 2026 by Victor Oppenheimer Rodriguez, M.A., and was deemed acceptable by the Puerto Rico State Historic Preservation Office (SHPO), as confirmed in its letter dated July 6, 2026.

2. **Request for clarification:**

   "Can you please provide the latest construction schedule and sequencing plan. Specifically, start date, anticipated completion date, expected workdays per week, and expected shifts per day?"

   Response:

   Please refer to the RFP, in particular Sections 4.0, 4.1, 4.3 and 5.3.

3. **Request for clarification:**

   "Is construction anticipated to occur on 8-hour, 10-hour, or 12-hour shifts? Are night shifts anticipated? Will weekend work occur? Are holidays anticipated?"

   Response:

   Construction is anticipated to occur in 8-hour shifts. At this time, routine night shifts, weekend work, and holiday work, and holiday work are not anticipated; however the construction schedule may change as the project progresses and the actual duration and level of effort shall be governed by the construction schedule, as authorized by PRCCDA and will be defined in final at time of formalizing the Contract.

4. **Request for clarification:**

"Will more than one construction crew conduct ground-disturbing activities simultaneously? If so, is a separate archaeological monitor required for each crew?"

Please refer to the RFP the RFP, in particular to Sections 4.4 and 4.5.

5. **Request for clarification:**

"Should laboratory analysis, cataloging, conservation, curation preparation, and repository fees be included within the base proposal, or should these costs be proposed as separate unit rates and utilized only if cultural materials are recovered?"

Response:

If laboratory analysis becomes necessary as a result of archaeological materials recovered during construction, the Proposer shall provide a separate unit cost or basis of compensation for laboratory analysis services using the attached clarified Cost Form.

6. **Request for clarification:**

"Should mobilization, demobilization, project management, and routine coordination activities be incorporated into daily monitoring rates, or should they be identified as separate line items?"

Response:

Please refer to the RFP, in particular to Sections 7.2(G).

Issued on: August 21, 2026

Lorena Matos Cáez
Depuy Executive Director

ATTACHMENT 1
COST PROPOSAL FORM
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Name of Vendor:

The Proposer proposes to perform all work described herein and comply with all requirements as part of the advertisement for Archaeological Monitoring Services. The Contractor will be compensated in accordance with the resulting Contract and PRCCDA's applicable payment procedures.

Cost Proposal Components:

Consult Section 7.2 Subsection G of this RFP for additional details on cost categories below.

Cost Category	Cost Frequency	Proposed Cost
Archaeological Site Supervision	Hourly	$
Laboratory Analysis	Per Discovery	$
Weekly Report	Weekly	$
Monthly Report	Monthly	$
Final Report	Fixed	$

Note: *By signing below, the Proposer certifies that the prices and costs set forth in this Cost Proposal Form are complete, accurate, and inclusive of all costs necessary to perform the services in accordance with the RFP and the resulting Contract. The Proposer acknowledges that the proposed price constitutes its total proposed compensation for the Scope of Work.*

Vendor's Authorized Representative Signature

Date

Vendor's Authorized Representative Printed Name