



## RFP 08-2022A

### Architectural & Engineering Design Services Animal Welfare Center Facility - Castle Coakley

#### Project Description

**Project Background:** The St. Croix Animal Welfare Center (SCAWC) had an animal shelter facility that was destroyed by Hurricane Maria which was located in Clifton Hill. Due to zoning issues and other factors, SCAWC will be relocating and rebuilding an improved facility at a different property site. The new location of the SCAWC will be in Castle Coakley as described herein. SCAWC is seeking an Architect/Engineer to design the new home of SCAWC and the full scope of animal welfare services SCAWC provides to the community.

**Project Summary:** SCAWC is seeking an Architect/Engineer to design the new home of SCAWC and the full scope of animal welfare services it provides to the community through the retrofit of existing structures and new construction. The facility will include designated and functionally designed spaces for the myriad of animal shelter and low-cost veterinary center operational needs including: animal intake, dog and puppy kennels and play spaces, cat and kitten areas, adoptions, shelter medicine, low-cost veterinary center services, humane education and outreach, administration and staff work, break, and meeting spaces, laundry, storage, and parking.

**Project Location:** The St. Croix Animal Welfare Center's newly acquired site is at 155 Estate Castle Coakley, Christiansted, VI 00820. Lat / Long; 17.723216, -64.745439

The site:

- Sits on 5.5 acres. The spacious land will give the animals room to live, play and be walked which provides for a high humane standard of care for the animals and provides opportunity for future facility expansion as the needs of the community evolve or change.
- Has existing structures for the Clinic and Intake that can be easily and affordably retrofitted to meet the organization's needs.
- There is adequate space for new construction of the Kennel / Adoption building, storage, and parking.

**Project Description:** The approximate function of each building will be as follows, to be modified based on Architect's design and technical recommendations, as accepted by the SCAWC:

#### **A. Parking Lot**

The project will include building a Parking Lot(s) for staff and customer parking. Parking spots for approximately 35 cars split between Clinic, Intake, and employee parking.

#### **B. Intake building**



The project will include upgrading/retrofitting the existing 1224 square foot two bedroom cottage to function as the Animal Welfare Center – Intake Building. The building will be upgraded/retrofitted within its existing footprint. Upgrades/retrofit to include (including but not limited to):

- Electrical system, total replacement
- Plumbing system, total replacement
- Lighting including emergency lights
- Possible retrofit of roof
- Lighting including emergency lights
- Phoneline install
- Internet/data install
- Security camera install
- Restroom
- Dog runs
- Outdoor animal play area (non-covered)
- Internal doorframes and doors
- A/C install including ductwork

- Storm shutters, to prevent damage in a hurricane
- Flooring (Demo and replacement)
- Interior Paint
- Retrofit as needed for ADA compliance

### **C. Adoption / Kennels / Cat Room**

The project will include a new construction Adoption/Kennels/Cat Room Building. The building will be approximately 40ft x 75ft, 3000 square feet and will house:

- Approximately 30 dog runs, 5ft x 12ft, with an outdoor fenced living space, guillotine doors to keep them in at night
- Cat Rooms, with play areas, litter areas, living areas
- Adoption Center
- Reception / Offices/ Employee break room
- Outdoor dog play area - non-covered
- Roof extension over outdoor dog runs
- Restrooms
- Septic
- Cistern

### **D. Clinic**



The project will include upgrading/retrofitting the existing 3625 square foot Great House to serve as the Low Cost Veterinary Clinic. The upgrades will expand the SCAWC's current clinic capacity, within the existing footprint of the Great House. Upgrades/retrofit to include (including but not limited to):

- Top floor to protect existing historic flooring
  - New non-slip medical facility floating top floor
- New sinks for exam, treatment and surgical rooms
- New air conditioning including ductwork

- New room dividers / walls for exam rooms
- Wall demo for surgery suite
- Internet/data install
- Security camera install
- Security system mainframe install
- Retrofitting existing entry room into reception area including new restroom
- Internal doorframes and doors including locks
- Lock bars on outside
- New lighting including emergency lights
- Flooring, paint and bathroom upgrade for downstairs
  - Conversion from apartment to offices
- Flooring, lighting for downstairs office
- Build Outdoor Wheelchair ramp
- Retrofit as needed for ADA compliance

#### **E. Gate / Fence / Light poles / Wayfinding**

The project will require the design and installation of perimeter fencing including entry gates, perimeter lighting, signs necessary for wayfinding

#### **Design Standards:**

- IBC 2021/ICC 500
- ASCE 7-16
- American with Disabilities Act (ADA)
- USVI Preservation Guidelines

#### **A/E Scope of Work:**

The Architect/Engineer will be responsible for providing comprehensive A/E services throughout each phase of the project. The A/E contractor will provide the full scope of A/E services necessary for the design of a turnkey facility including furniture, fixtures, and equipment. This is to include all necessary architectural, design, and engineering disciplines required to complete the scope of work, and all related consultants are to be contracted to the awarded A/E firm. Owner shall have the right of refusal of any consultant or sub-contractor. The A/E firm will interface with existing site conditions. The A/E firm will prepare design documents for review and approval to FEMA/VITEMA at 30%, 60%, 90% and 100% of design completion, and assist with the preparation and submission of reports, plans, designs, and documents related to review, approval, and compliance with FEMA and other regulatory requirements. The architect/engineer will be a key member of the project team and will participate in meetings, presentations, consultation, and correspondence as required with internal and external project stakeholders across all phases of the project. Specific A/E Services Include:

##### **1. Pre-Design, Programming, Analysis, Schematic Design–**

- Determine architectural program, project goals, and requirement in consultation with SCAWC
- Field verification of existing site conditions;
- Provide information needed to initiate the Environmental and Historic Preservation (EHP) review, participate in the EHP review process as needed;
- Archeological Phase 1 Study;

- Preparation of Environmental Assessment Report;
- Preparation Storm Water Pollution Prevention Plan;
- Analysis/review of Territorial development regulations – zoning, land-use, etc.;
- Analysis evaluating the continuous load path (CLP) for the structures to identify opportunities to enhance the existing CLP as needed and incorporate enhancements in the retrofit design of existing structures;
- Asbestos and lead paint testing and abatement planning – Initiate and oversee sample collection and testing;
- Assess existing HVAC and emergency generator capacity to meet facility needs;
- Concept sketches;
- Development of schematic design;
- Submission of design documents for VITEMA/FEMA review at 30% design completion;
- Preliminary project cost estimating;

## **2. Design Development –**

- Develop design to include mechanical, electrical, plumbing, structural, and architectural details.
- Hurricane wind retrofit design and new construction design of the buildings to include existing and new building envelopes, wind-rated and historically appropriate shutters for window openings, wind-rated storm doors, roof protection, as well as hardening gutters, downspouts and rooftop equipment, electrical and mechanical equipment);
- Submittal review and approval of mitigation product specifications, i.e., shutters, roof strapping, storm doors, etc. Consultation in mitigation product selection;
- Submittal review and approval of HVAC and emergency generator specifications and other equipment necessary for operations of the facility. Consultation in HVAC and generator product selection;
- Design specifications to include furnishings, fixtures, and equipment;
- Incorporation of security, data, communication, and IT needs of the project into design. Consultation in security, data, communication, and IT product selection;
- Project cost estimating;
- Provide information needed to complete an Environmental and Historic Preservation (EHP) review, participate in the EHP review process as needed;
- Submission of design documents for VITEMA/FEMA review at 60%, 90%, and 100% design completion

## **2. Construction Document Preparation –**

- Final project cost estimating;
- Consultation in the FEMA Benefit Cost Analysis (cost effectiveness) process, assist in the preparation of related cost analysis documents;
- Detailed final scope of work and project schedule development;
- Preparation and submission of all construction documents;

## **3. Permitting and Procurement of Construction Firm-**

- Leading construction firm procurement including bidding and selection;
- Stewardship of the Federal Consistency Review process
- Preparation and submission of all necessary documents for requisite project permits

## **4. Construction Administration-**

- Verification that construction work is compliant with building code and other requirements and that the work meets the standards that are set forth in the construction documents and design/engineering specifications

- Site visits/meetings as needed (minimum of monthly)
- Shop drawing review and approval
- Participation in threshold inspections
- Review construction documents
- Review and approve change order requests when planned work needs alteration
- Respond to requests for information



## Appendix B



### **Pre-Proposal Conference & Walk-Through of Facilities**

**Pre-Proposal Conference Meeting will be held on Thursday, October 6, 2022 @ 9:00 AM. Potential bidders may attend in-person at the project site located at 155 Estate Castle Coakley, Christiansted, VI 00820.**

Directions to Find Location:

On the Hess Road turn north on Route 81 at Bunkers.

Take your first left at Discount Auto Parts. If you get to El Sol Restaurant, you've gone too far.

The road quickly comes to a Y.

Go to the right at the Y, go over one speed bump.

The road curves around a bend.

Take your first right turn onto a driveway with a yellow house at the entrance.

Go straight ahead and park around the circle around the big tree.

**Walk-Through of Facilities/Site will be conducted in-person immediately following the Pre-Proposal Conference. No other opportunity to walk-through the site will be available.**

## Appendix C



### Non-Collusion Affidavit

\_\_\_\_\_ being duly sworn, deposes and says that –

(1) They are [owner, partner, officer, representative, or agent] of \_\_\_\_\_  
\_\_\_\_\_ the bidder that has submitted that attached bid;

(2) They are duly informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid;

(3) Such bid is genuine and is not a collusive or sham bid;

(4) Neither the said bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other bidder, or to fix any overhead, profit or cost element of the price or the bid price of any other bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against The Government of the Virgin Islands or any person interested in the proposed contract; and

(5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

\_\_\_\_\_  
(Signature of Affidavit)

Subscribed and sworn to before me on the Island of \_\_\_\_\_, this  
\_\_\_\_\_ day of \_\_\_\_\_, 2021, by \_\_\_\_\_ of legal  
age, \_\_\_\_\_  
(Trade or Corporation) and personally, known to me.

(SEAL)

\_\_\_\_\_  
Notary Public



Appendix D



## Debarment Certification Form

### Certification Regarding Debarment, Suspension and Ineligibility

- (1) The Respondent certifies, by submission of this solicitation, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any federal or local programs in the Territory or any Federal department or agency.
- (2) Signing this Certification without disclosing all pertinent information about a debarment or suspension shall result in rejection of the offer or cancellation of a contract. The ~~St. Croix Foundation~~ Animal Welfare Center may also exercise any other remedy available by law.
- (3) Where the Respondent is unable to certify to any of the statements in this certification, such Respondent shall attach an explanation to this solicitation.

Name and Title of Authorized Representative: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

---

Subscribed and sworn to before me on the Island of \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by \_\_\_\_\_ of legal age, \_\_\_\_\_ (Trade or Corporation) and personally, known to me.

(SEAL)

\_\_\_\_\_  
Notary Public

## Appendix E



### E. 1

#### Minority & Women Owned Business Enterprise Disclosure Form

##### Definitions:

Minority Business Enterprise (MBE) is defined as— At least 51% of this business (or at least 51% of the stock) is owned by, and the daily business is operated and controlled by, one or more individuals who are members of the following racial groups: Black/African-American, Asian-American, Hispanic-American and Native-American, Asian-Pacific American.

Women Business Enterprise (WBE) is defined as – At least 51% of this business (or at least 51% of the stock) is owned by one or more women; and the daily business is operated and controlled by one or more women.

##### Certification:

Based on the definitions included herein, respondent certifies that (check all that apply):

\_\_\_\_\_ The respondent is a Minority Owned Business Enterprise (MBE)

\_\_\_\_\_ The respondent is a Women Owned Business Enterprise (WBE)

\_\_\_\_\_ The respondent is neither a Minority Business Enterprise nor a Women Business Enterprise

Additional Information (Optional): \_\_\_\_\_

Name and Title of Authorized Representative: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Subscribed and sworn to before me on the Island of \_\_\_\_\_, this  
\_\_\_\_\_ day of \_\_\_\_\_, 2021, by \_\_\_\_\_ of legal  
age, \_\_\_\_\_

(Trade or Corporation) and personally, known to me.

(SEAL)

\_\_\_\_\_  
Notary Public

## E. 2

### Subcontractor Participation Plan

Check one: ☐Initial Plan ☐Amended Plan

*The purpose of this form is to ensure that appropriate planning and consideration go into the subcontractor utilization process, and to serve as documentation of your commitment to comply with MWBE requirements for this project. Please complete and sign this form and submit with the proposal package.*

I affirm the following statements are true and accurate:

1. I have read and understand the MWBE requirements of the project.
2. I will make and thoroughly document good faith efforts to meet MWBE requirements.
3. This Subcontractor Participation Plan lists all subcontractors I intend to use, including non-MWBE firms. I understand the Intent to Perform as Subcontractor form, which verifies subcontractors have been contacted and intend to participate in this project, must be submitted for each contractor with this form.
4. I understand that I must submit an amended Subcontractor Participation Plan if there are any changes to the information provided herein.
5. Upon request, I will provide St. Croix ~~Foundation~~ Animal Welfare Center with proof of payments made to subcontractors.
6. FOR CONSTRUCTION CONTRACTS ONLY. I must submit a separate Subcontractor Participation Plan for each direct subcontractor listed below who will retain second-tier subcontractors. Each direct subcontractor plan should be received prior to the date that subcontractor commences work on the project. If a direct subcontractor on this form is not subcontracting out part of its work, it must submit a Self-Perform Statement in lieu of a plan.

---

Signature of Authorized Representative

---

Date

**Subcontractor Information**

<b>Business Name &amp; Phone Number</b>	<b>MWBE Certified (Y/N)</b>	<b>Award Amount</b>	<b>Services to be Provided</b>	<b>Anticipated Start Date</b>

**Percentage of Work to be Sub-Contracted:** \_\_\_\_\_

### E. 3

#### Intent to Perform as Subcontractor

Respondent/ Prime Contractor		Subcontractor	
Name		Name	
Address		Address	
Phone		Phone	
Federal Id Number		Federal Id Number	
Contract/RFP Number			
Projected Start Date			
Projected Completion Date			
Work to be Performed			
Price of Work to be Performed			

#### Certification

The Contractor hereby commits to hiring the Subcontractor, and the Subcontractor hereby affirms its intent to participate on the project. The Contractor must notify the St. Croix ~~Foundation~~ Animal Welfare Center of any changes to the information provided herein. By signing below, each party certifies that the above information is true and accurate. Providing false or misleading information shall be grounds for the application of any applicable criminal and/or civil penalties for perjury.

Contractor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Contractor Title: \_\_\_\_\_

Subcontractor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Subcontractor Title: \_\_\_\_\_

## E. 4

### Self-Perform Statement

This project has Minority and Women Owned Business Enterprise (MWBE) goals. Any subcontracting must be reported by filling out the Subcontractor Participation Plan and submitting to your Prime Contractor. If your business will be self-performing all of the work assigned under this contract, an authorized representative must sign below and submit to your Prime Contractor. Signing below is an acknowledgment that if circumstances change and subcontracting does occur, a Subcontractor Participation Plan must be submitted immediately else payment may be withheld.

I have read and understand the above state, and I affirm that business (name of business) \_\_\_\_\_ will be executing 100 percent of the work assigned to it by (Prime Contractor) \_\_\_\_\_ under the ~~Alexander Theater Safe Room/Building Retrofit~~Castle Coakley Project, and thus will not be subcontracting any work.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title



## Appendix F

## Cost Sheet

## Architectural &amp; Engineering Design Services for the Animal Welfare Center Facility at Castle Coakley

The undersigned contractor proposes to furnish all labor, tools, materials, equipment, miscellaneous supplies and incur any other cost as may be required to perform the scope of work. ~~Costs-Fee~~ below should reflect all aspects of each phase as described in the scope of work. Proposed fee should be based on an estimated construction budget of \$1,000,000 - \$2,000,000.

Proposed A/E Fee (reflected as a percentage of hard construction costs) \_\_\_\_\_ %

	<u>A/E Fee allocation by Design Phase for the Animal Welfare Center Facility at Castle Coakley</u>	<u>% of Total Fee</u>
<u>1.</u>	<u>Pre-Design, Programming, Analysis, Schematic Design</u>	
<u>2.</u>	<u>Design Development</u>	
<u>3.</u>	<u>Construction Document Preparation</u>	
<u>4.</u>	<u>Permitting and Procurement of Construction Firm</u>	
<u>5.</u>	<u>Construction Administration</u>	
	<u>Total</u>	<u>100%</u>

In addition to completing the Cost Sheet, respondents shall submit hourly compensation rates for all architectural services and any sub-consultant services; an itemized list detailing required costs which are built into the ~~lump-sum fee amounts~~ depicted above (including but not limited to travel, printing, consultation fees) that are necessary to complete the project; an itemized list detailing optional costs for additional A/E services that may benefit the project; and most recent audit report, as parts of the Cost Proposal.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix G



### Acknowledgement of any Addenda

#### RESPONDENT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Tax Identification #: \_\_\_\_\_

#### RESPONDENT'S CONTACT PERSON

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Contact Number: \_\_\_\_\_

#### SCHEDULE OF ADDENDA

(I) or (We) acknowledge receipt of the Addenda to the RFP Package hereinafter named, for the project(s) included in this RFP and declare that (I) or (We) accept these Addenda, if there were any and that every change is included in this proposal.

\*Write N/A if no Addenda were published.\*

Addendum Number \_\_\_\_\_ Date \_\_\_\_\_

Addendum Number \_\_\_\_\_ Date \_\_\_\_\_

Addendum Number \_\_\_\_\_ Date \_\_\_\_\_

Addendum Number \_\_\_\_\_ Date \_\_\_\_\_

Addendum Number \_\_\_\_\_ Date \_\_\_\_\_

#### RESPONDENT'S AUTHORIZED REPRESENTATIVE

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix H

### **APPENDIX II TO PART 200—CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS (EXCERPT FROM THE CODE OF FEDERAL REGULATIONS)**

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or

laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See §200.323.

(K) See §200.216.

(L) See §200.322.

## Appendix I



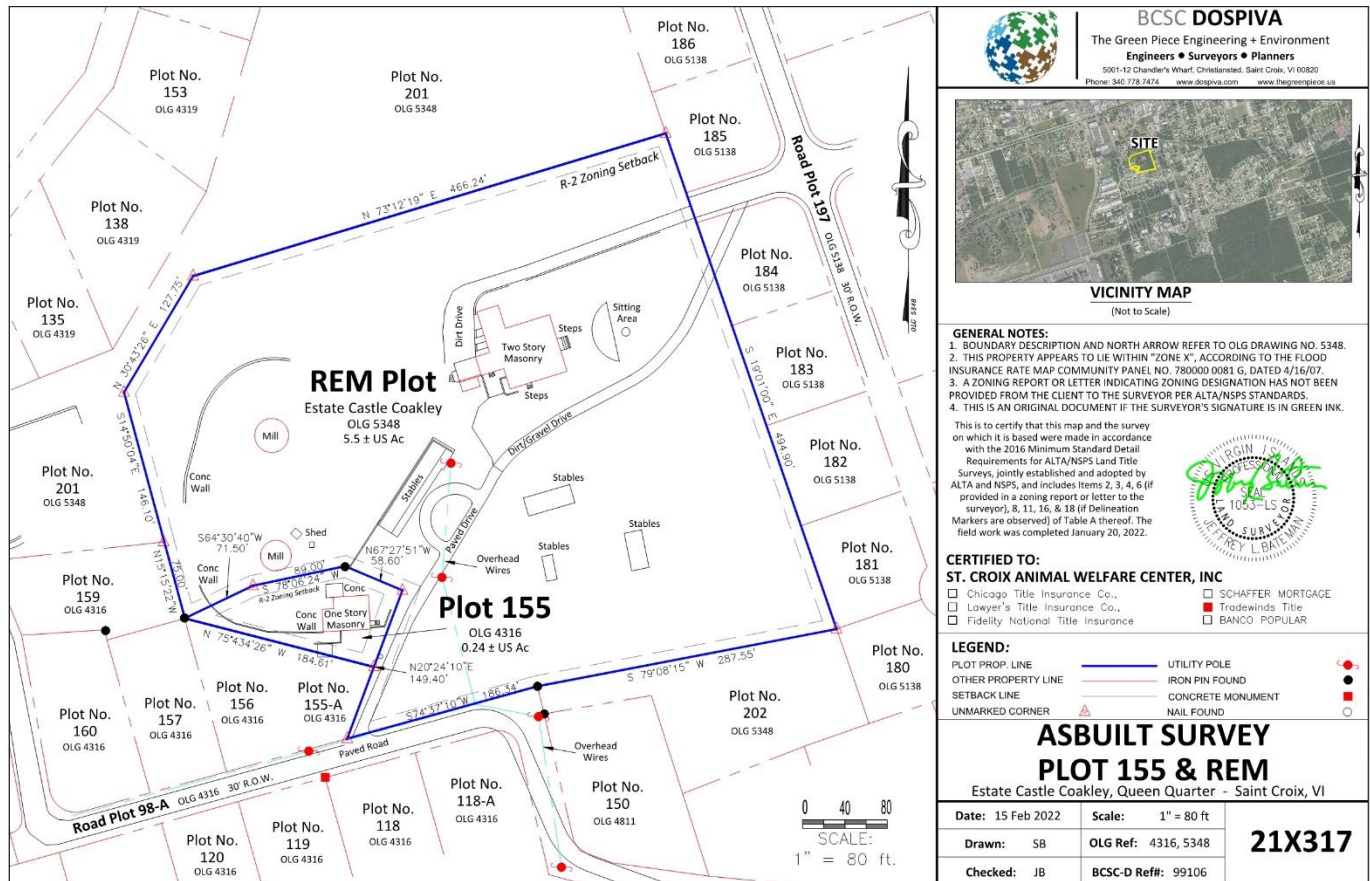
### Photos, Maps, Surveys

#### Potential Siting of Facility Functions/Buildings



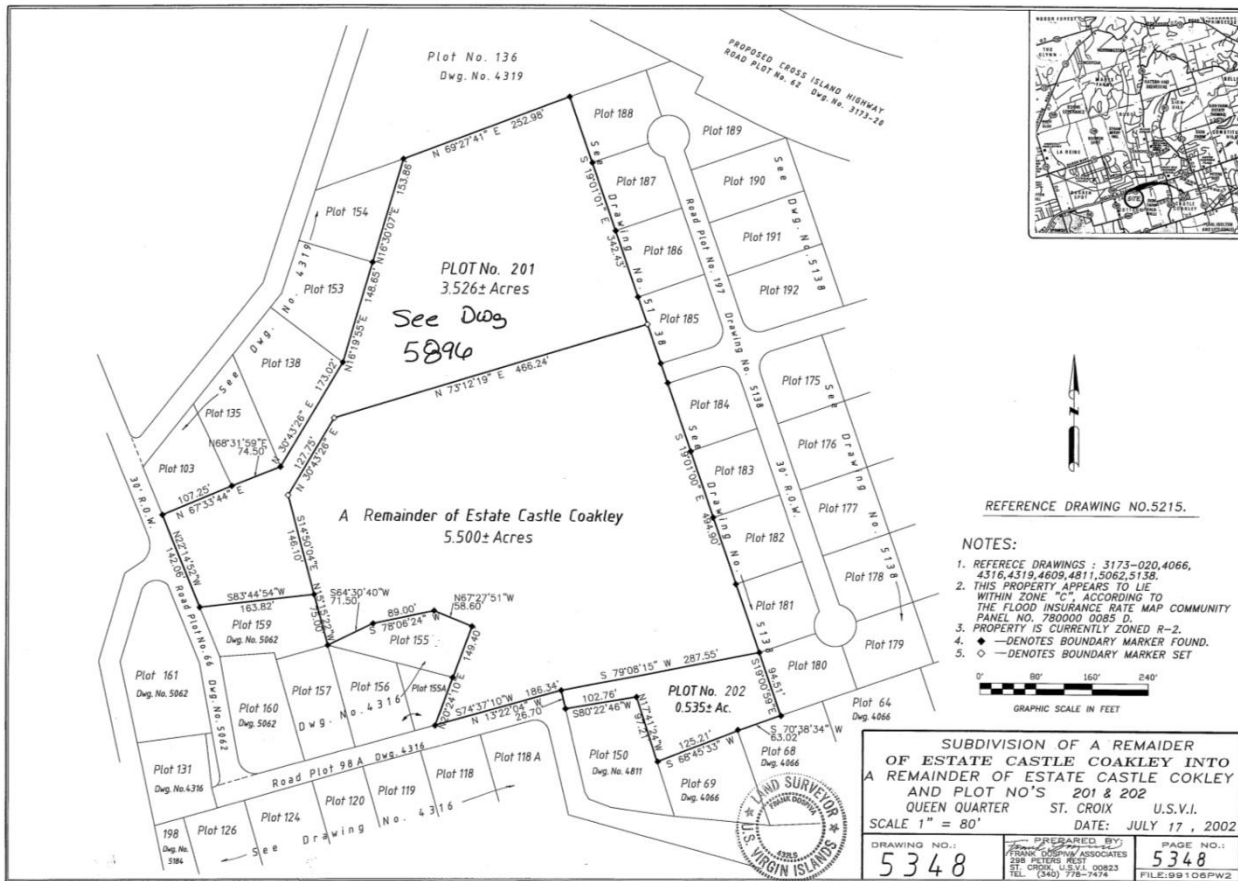


## Asbuilt Survey







RFP 08-2022A – Appendices, Addenda 3 (11/22/2022)

# ACT NO. 6609

BILL NO. 25-0084

## TWENTY-FIFTH LEGISLATURE OF THE VIRGIN ISLANDS OF THE UNITED STATES

Regular Session

2003

To grant a zoning variance for the Remainder of Estate Castle Coakley, Queens Quarter, St. Croix for the purpose of operating an animal shelter, flea market and gift shop

---0---


**BE IT ENACTED** by the Legislature of the Virgin Islands:

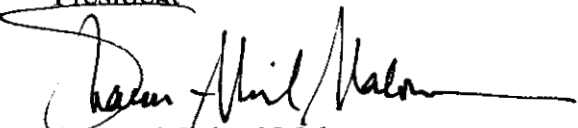
**SECTION 1.** Pursuant to the provisions of title 29, chapter 3, section 238a, Virgin Islands Code, a zoning variance from the R-2 (Residential Low Density, one & two Family) designation is granted for the Remainder of Estate Castle Coakley, Queen's Quarter, consisting of approximately 5.5 U.S. acres, for the purpose of operating an animal shelter, flea market and gift shop. All other requirements of the R-2 zoning designation, and the Antiquities and Cultural Properties Act of 1998, title 29, chapter 17, Virgin Islands Code, shall continue to apply.

Thus passed by the Legislature of the Virgin Islands on September 3, 2003.

5<sup>th</sup> Witness our Hands and the Seal of the Legislature of the Virgin Islands this  
Day of September, A.D., 2003.



  
David S. Jones  
President

  
Shawn-Michael Malone  
Legislative Secretary



The above bill is hereby approved.

Witness my hand and the Seal of the  
Government of the United States  
Virgin Islands at Charlotte Amalie,  
St. Thomas, this 23rd day of September,  
A.D., 2003.

*Charles W. Turnbull*

Charles W. Turnbull  
Governor





## FEMA EHP Region 2 (DR-4335/4340)

## Pre-Review Form

Versions, Alternate, Improved, or 428 Project Scoping Review  
(PW Formulation EHP Input)

**Disclaimer: This EHP review is for informational purposes only. It does not constitute the requirements of EHP compliance and does not substitute for any EHP REC requirements. THIS IS NOT A REC AND THE SUB-RECIPIENT MAY NOT BEGIN WORK.**

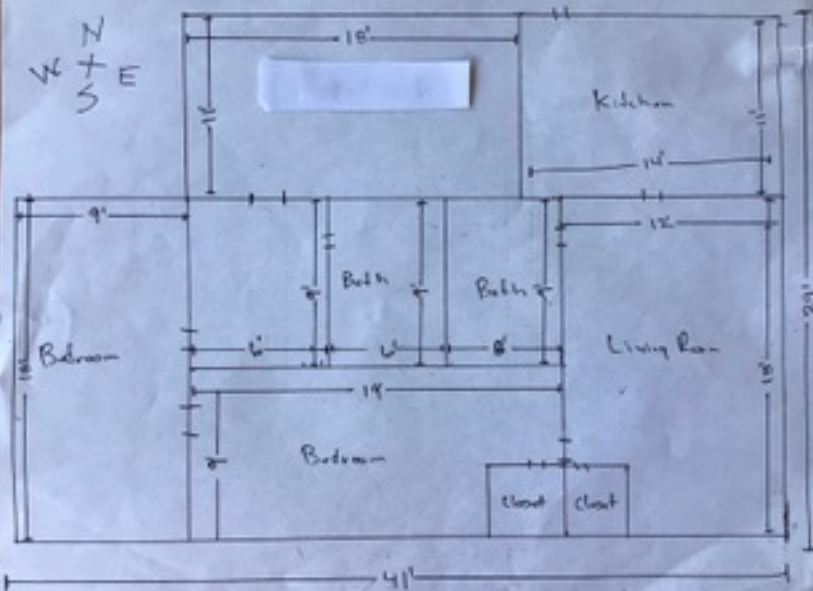
<b>Project Name:</b>	SCAWC (Saint Croix Animal Welfare Center) - Buildings and Equipment	<b>Project Number: Include PW and A/I</b>	PW-4340-0778 /GM 76802
<b>Version, Alternate, Improved, or 428:</b>	428	<b>EHP Reviewer(s):</b>	Christopher Koch Kyle Jerris
<b>Location/Address:</b>	115 Castle Coakley, St Croix	<b>Date Received:</b>	12-22-2021
<b>Latitude/ Longitude:</b>	17.724576, -64.744277	<b>Date Reviewed:</b>	12-30-2021
<b>New ground disturbance Y/N? If yes, depth?</b>	Yes – unknown depth	<b>How much land acreage is to be disturbed? Land acquisition?</b>	Unknown
<b>Dates of Construction of all built structures?</b>	1760, 1940, 1950		
<b>Will construction activities impact water resources?</b>	No		
<b>Project Description (Narrative, construction staging/access roads):</b>	The SCAWC proposes to relocate its existing facility to an approximate six-acre site at 115 Estate Castle Coakley. At the new facility there would be no new construction or additions to the existing structures, and no construction near the Sugar Mills. The existing great house would be air conditioned and used as a clinic. The existing 1,200sf cottage would be upgraded to an animal intake center, and a new 5,000sf dog kennel and adoption center would be constructed in an area that used to be a horse pasture.		
<b>Request for Information (RFI): Additional HMP/SOW needed? If yes, list items: (i.e., additional photos, project plans, etc?)</b>	<b>Yes:</b> <ul style="list-style-type: none"> <li>30% construction drawings for any new construction and/or building retrofit, including a corresponding location/site map</li> <li>Site map and photographs of Carriage House and Great House interior and exterior; photos of location of kennels/adoption center including the setting</li> <li>Maximum depth and location of any ground disturbance (include map w/ GPS coordinates)</li> <li>Detailed renovation/upgrade plans for existing buildings including type, location, and installation method of any new features (i.e., air conditioning)</li> </ul>		

**Environmental Law/Executive Order: (Will project likely require consultation, additional study, or trigger condition?)**  
Provide Yes/No and timeframe.

<b>NEPA Determination (STATEX, CATEX, EA, EIS)</b>	CATEX	<b>Timeframe:</b>
<b>Clean Air Act (CAA):</b>	No	
<b>Coastal Barrier Resources Act (CBRA):</b>	No	
<b>Clean Water Act (CWA):</b>	No	
<b>Coastal Zone Management Act (CZMA):</b>	Yes	30 Days
<b>EO 11988-Floodplains:</b>	No	
<b>EO 11990-Wetlands:</b>	No	
<b>EO 12898-Environmental Justice:</b>	No	
<b>Endangered Species Act (ESA):</b>	No	
<b>Fish and Wildlife Coordination Act (FWCA):</b>	No	
<b>Farmland Protection Policy Act (FPPA):</b>	No	
<b>Migratory Bird Treaty Act (MBTA):</b>	No	
<b>Magnuson-Stevens Fishery Conservation and Management Act (MSA):</b>	No	
<b>Wild and Scenic Rivers Act (WSR):</b>	No	
<b>National Historic Preservation Act (NHPA):</b>	Yes - with Phase I Archaeological Survey condition prior to any ground disturbing activities	15 days
<b>Other Added Laws:</b>	RCRA and condition (depending on final SOW)	
<b>EHP File Path ( w/n project folder):</b> \\jdr2f05\Groups USVI DR4335-4340\ENVIRONMENTAL\EHP Toolkit\EHAD Guidance\Reference		



W N  
+  
S E



# Estate Castle Coakley



CREATED FOR CHANT BY  
SUSAN K. BEACH  
APRIL 2018







Artist Rendering of Castle Coakley. The horse mill to the right was replaced by another wind mill.<sup>1</sup>



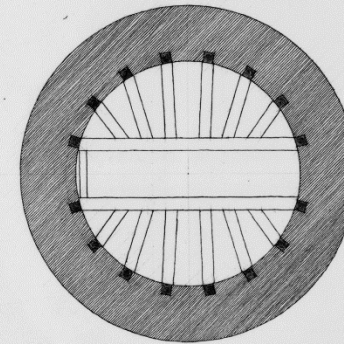
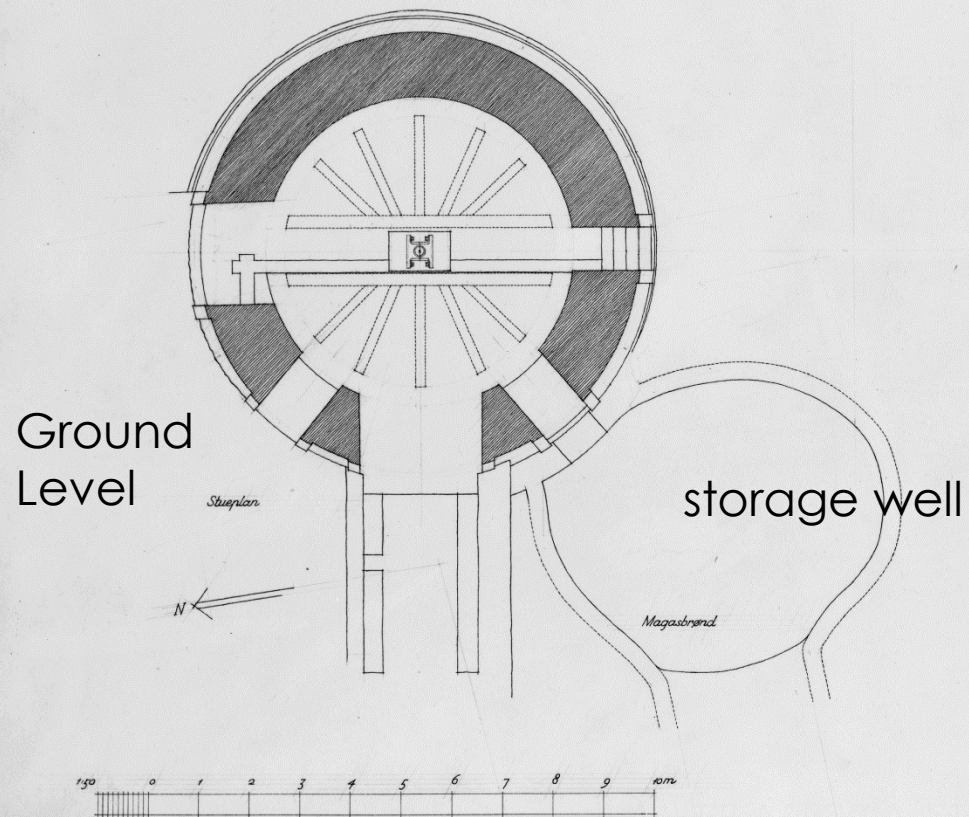


The mill on the left (south) replaced the animal mill. The animal mill was built in early 1750's. The north mill on the right was built in 1760's and the animal mill was replaced with the south mill in 1790.





These are called the Edith  
Bratwitt sugar mills seen from above<sup>2</sup>



*Horizontalt snit over øverste bjælkelag*

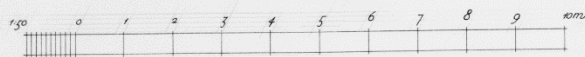
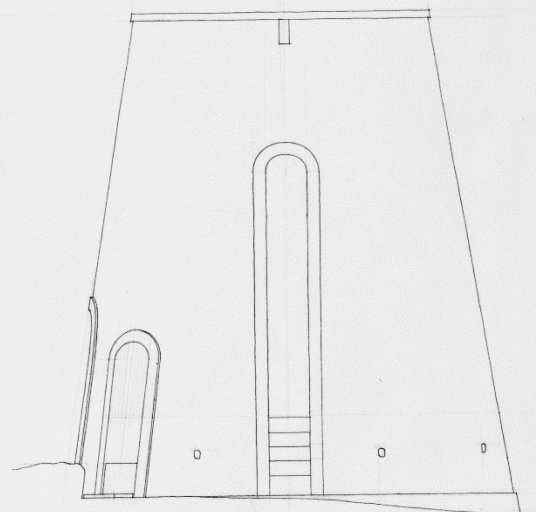
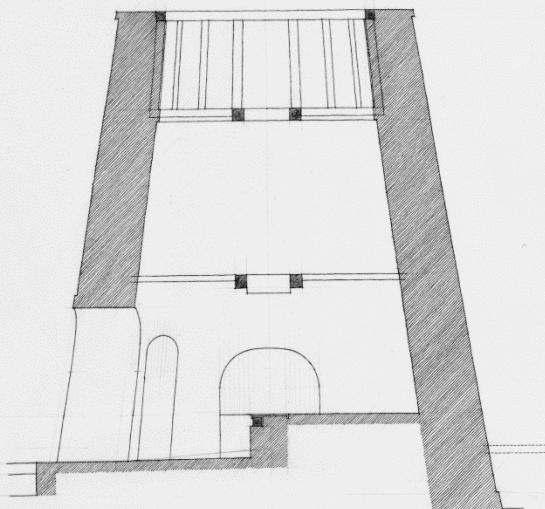
CASTLE COMLEY SE Croix  
Suktermøllen "Edith Bratwitt"  
Planer 1:50  
Opmåling 1948  
Einar Kirk-Nielsen, arkitekt m.a.a.  
Copyright

HA35 No. VI - 96 - A - 1



1948

14ABS No. V1-96-A-3



CASTLE OXLEY, St. Croix  
Sukkermøllen "Edith Bratvill"  
Snit og facade mod syd r.50  
Opmåling 1948  
Einar Kirk-Nielsen, arkitekt m.a.a.  
Copyright

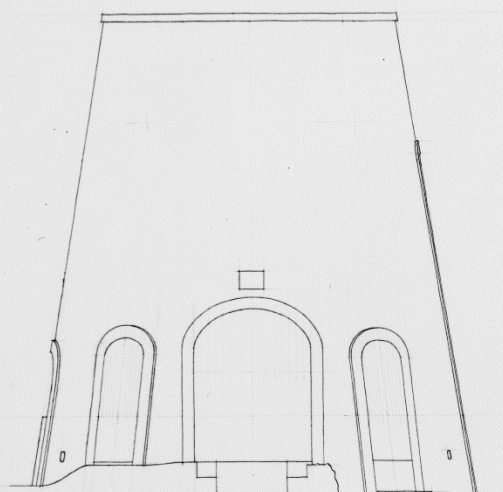
The floor of both mills has been raised several times to accommodate new technologies in the designs of the machinery. A steam engine was eventually added.





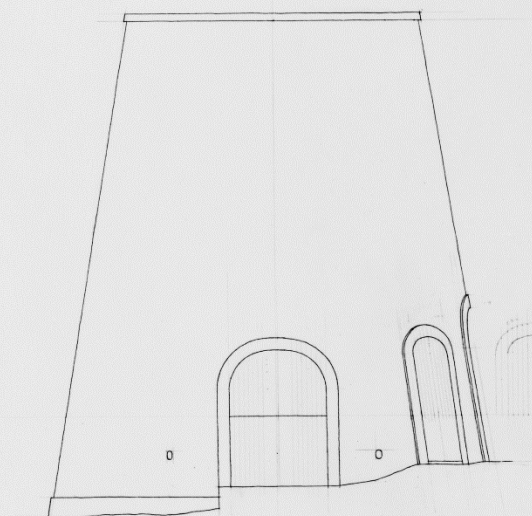
HABS No. V1-96-A-2

These survey drawings were done in  
1948.



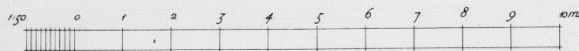
*Façade mod vest*

Façade to the  
west



*Façade mod nord*

Façade to the  
north



CASTLE COARLEY, St. Grégoire  
Suktermüller "Edith Brachwitz"  
Façades 1:50  
Opmåling 1948  
Einar Kirk-Nielsen, arkitekt m.a.a.  
Copyright



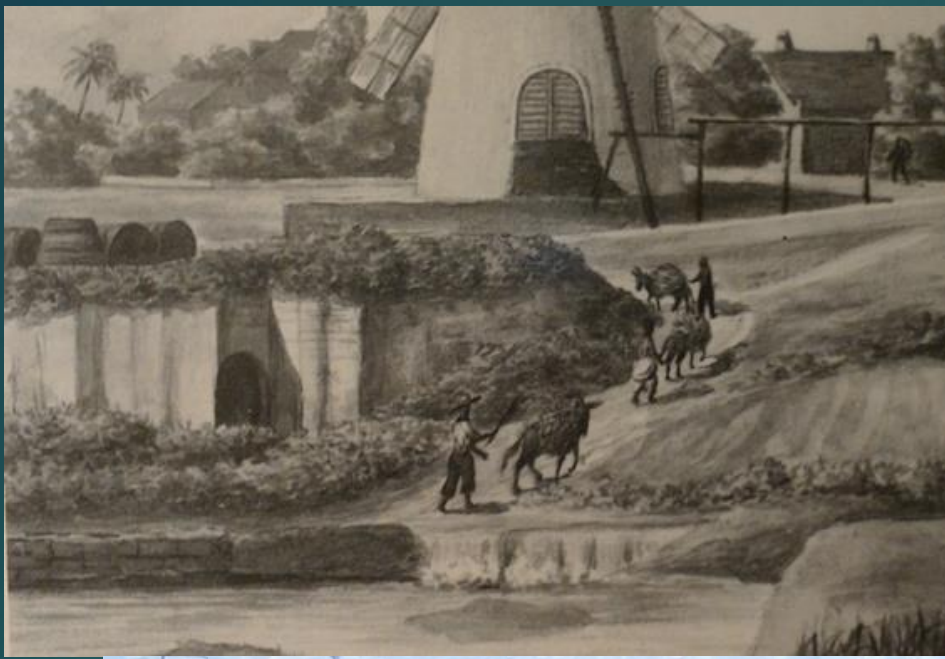
Mahogany framing fit around the top



# Original mahogany beams used in the wooden framing







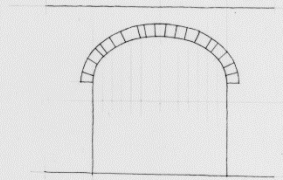
Donkeys brought cane from the fields as seen here. After pressing, the bagass was thrown into the well and removed by donkey through the tunnel. This avoided cross traffic. The bagass was taken to the factory to use for fuel.



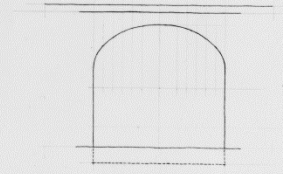


entrance from the well

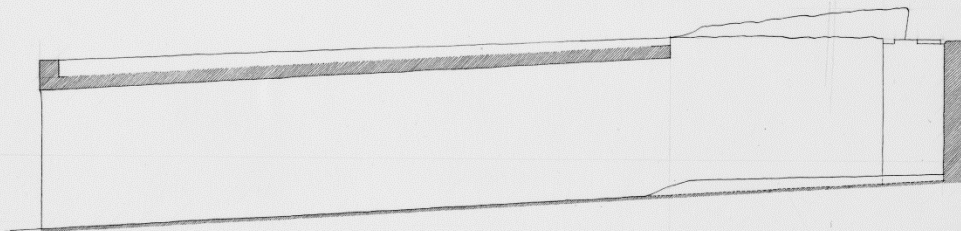
HABS No. VI-96-A-4



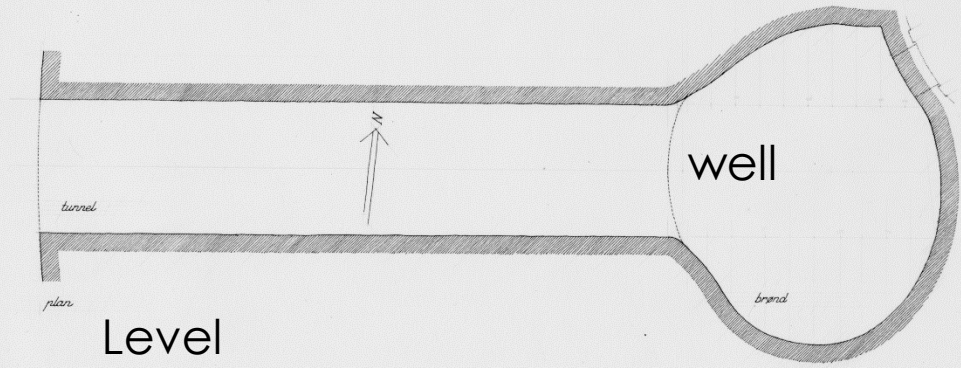
*Indgang fra vest*  
west  
entrance



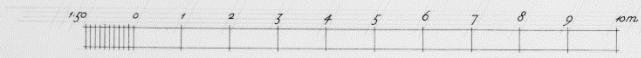
*Indgang fra brønd*  
entrance  
from the  
well



*Snit*  
cut



Level



CASTLE COAKLEY, SE-Gröve  
Sukkermøllen "Edith Brøndt"  
Magasbrønd med -tunnel 1:50  
Opmåling 1988  
Einar Kirk-Nielsen, arkitekt m.a.a.  
Copyright

# Earliest History

- ▶ 1738 the site was claimed by John Maddox from St. Kitts
- ▶ 1747 it was patented to Major John Coakley. He was from a family of Irish baronets and owned the estate for over 60 years. His brother owned Estate Coakley Bay.
- ▶ John Coakley died in St. Croix in 1790 and left the entire estate, the enslaved workers, and 200,000 pieces of 8 behind. <sup>3</sup>



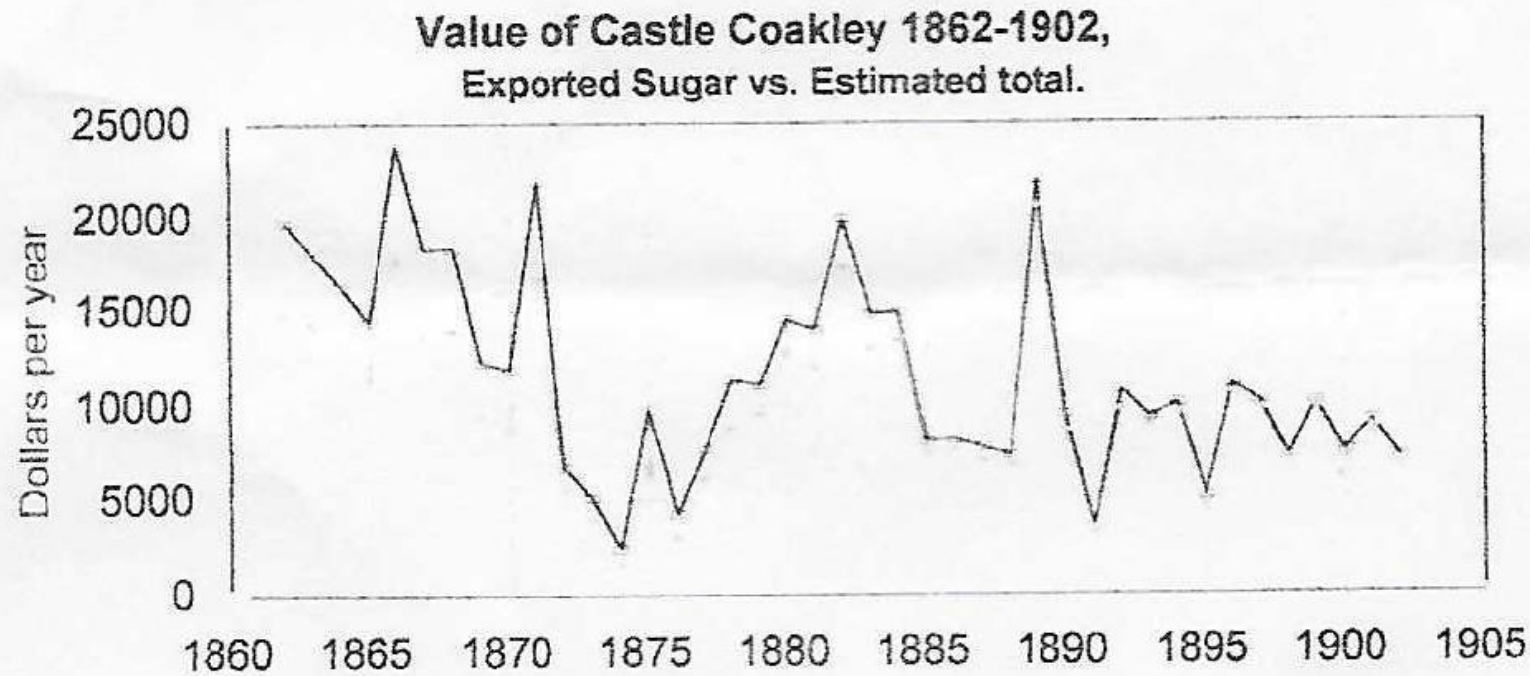
These modern homes are built in a similar pattern in the same place as the workers quarters. They are individually owned by present day residents. You can see the remains of original stone walls incorporated into some of these structures.



# Ratcliffe, Heyliger, DWIP Company

- ▶ Thomas Wilkinson Ratcliffe purchased the estate in 1815 and sold in 1880. Edgar Ratcliffe, esq is associated with Castle Coakley.<sup>4</sup>
- ▶ His name is on a deed and many other records. He lived in England and St. Croix in mid 1850's. (**Derbyshire Advertiser and Journal** Derbyshire, England 20 Jun 1856)
- ▶ Ratcliffe acquired a steam engine to power the south mill but it was only used for 2-3 years.
- ▶ Drought of 1873 brought on a depression.
- ▶ Next, the Heyliger family owned the estate for 20 years along with the St. Thomas Bank.

During the 19<sup>th</sup> century about 250 of the 550 acres were planted in sugar. This included Estate Pearl. These acres were considered productive and the yield grew between the 1860's and 1890's as shown below.<sup>5</sup>



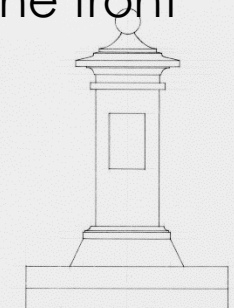
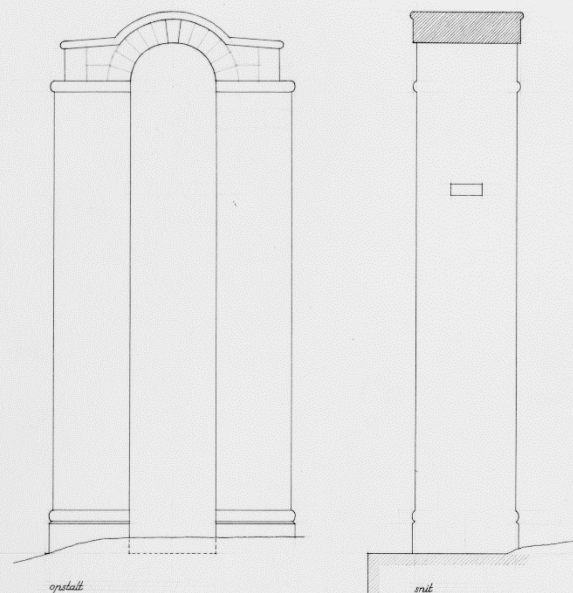


Around 1900 after the sale of the islands was rejected by Danish parliament, some wealthy Danes formed the *Danish Plantation Company* (DVP) and purchased many estates including Castle Coakley. This sign was posted on the greathouse in 1903. They experimented with other crops to diversify the economy. Livestock was brought in to Estate Castle Coakley to graze in the pastures.

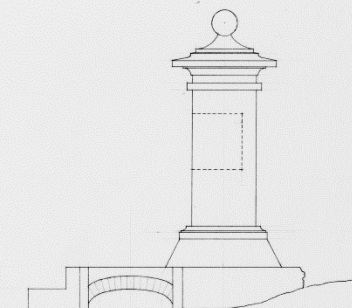




viewed from  
the front

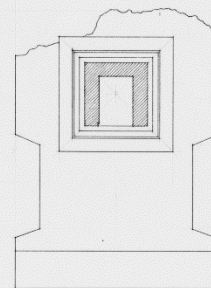


*opstalt set forfra*



*opstalt set fra siden*

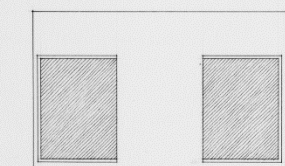
Viewed  
from the  
side



*plan*

level

Bell tower and  
mailbox at Centerline



*plan*

Level



*Klokkestørn, på Castle Cookley 1:20  
Postboks ved Centerline 1:20  
Opstilling St. Croix 1998  
Einar Kirk-Nielsen, arkitekt m. a. a.  
Copyright*

HABS No. VI - 96 - D - 1

# Skeoch

- ▶ In 1918 Castle Coakley was purchased by Robert Skeoch<sup>6</sup>
- ▶ Much of the acreage was put back into cane cultivation. Drought that year led to big losses. Also the labor strike had a very big effect on the planter class.
- ▶ The next year 1920 was a very good year, mainly because the war caused a price increase and made up for the losses. They still had enough pasture land to keep livestock for breeding.
- ▶ A herd of cattle had been sold to Armstrong brothers.
- ▶ Eventually they converted totally to raising cattle.


# Timeline Continued

- ▶ In 1934 the estate passed to Norman Skeoch and eventually to Robert “Bobby” Skeoch through the R. Norman Skeoch Revocable Trust.
- ▶ The Skeochs sold most of the plantation as commercial land in the level areas and housing plots in the interior.
- ▶ In 2000 the remaining estate was purchased by the St. Croix Animal Welfare Society.
- ▶ In 2014 it was purchased by Scott Whaley

## Sources

- ▶ <sup>1</sup> Lawaetz, E. J. (1991). *St. Croix 500 years pre-Columbus to 1990*. Denmark: Poul Kristensen. (pg 237)
- ▶ <sup>2</sup> Historic American Buildings Survey, C. (1933) *Castle Coakley, Sugar Mill, Castle Coakley, St. Croix, VI*. Castle Coakley Queen's Quarter St. Croix United States Virgin Islands, 1933. Documentation Compiled After. [Photographs] Retrieved from the Library of Congress, <https://www.loc.gov/item/vi0066/>.
- ▶ <sup>3</sup> Lewisohn, F. (1970). *St. Croix under seven flags*. Hollywood, FL: Dukane Press.
- ▶ <sup>4</sup> McGuire, J. W. (2006, January 30). Geographic dictionary of the Virgin Islands of the United States. Retrieved March 18, 2017, from [ftp://ftp.library.noaa.gov/docs.lib/htdocs/rescue/cgs\\_specpubs/QB275U35no1031925.pdf](ftp://ftp.library.noaa.gov/docs.lib/htdocs/rescue/cgs_specpubs/QB275U35no1031925.pdf)
- ▶ <sup>5</sup> Quinn's two books of sugar statistics, 1893, 1905
- ▶ <sup>6</sup> Armstrong, I. L. (1971). *Biography of Robert Skeoch--Cruzan planter*. Christiansted, St. Croix: Irene Lowe Armstrong.





Special Thanks to  
Scott Whaley  
for graciously opening his property  
to the public to enhance our  
awareness of St. Croix history