



ADDENDUM # 2 OF 2

Project Name: Construction Management Services for the fit-up of the Canadian Joint Delegation space at the new NATO Headquarters building in Brussels, Belgium

Project No.: B-BNATO-100

Solicitation No.: ARP-SVC-BNATO-13059

Date: December 6th, 2013

The following supplements and/or supersedes the request for proposals documents issued on November 5th, 2013. This addendum forms part of the contract documents and is to be read, interpreted, and coordinated with all other parts. Any change to the cost of the work as a result of this addendum is to be included in the price proposal. The following revisions supersede the information contained in the original Request for Proposals Package for the above-mentioned project to the extent referenced and shall become part thereof.

1) Question #1 – Security Clearance

- a) Please confirm whether the UK Security Clearances are equivalent to NATO "SECRET" and whether it is acceptable for the purpose of this project.
- b) How do you suggest that we proceed to qualify for such procurements? Would you be able to process similarly to PWGSC and be able to accept that the review and granting of the clearance be done in parallel with the submission process and make the contract conditional on obtaining the required clearance?

Answer #1

- a) Only NATO Security can confirm this equivalence. The request for confirmation of equivalence is the Proponents' responsibility.
- b) Please refer to Section SR2 – Mandatory Requirements. This project has a critical path schedule and is very complex in terms of site access. This is the main reason why we are asking that Proponents must have their required security clearance(s) by the time of the bid closing.

Please refer to the following link for enquiries regarding the Canadian personal security screening:
<http://ssi-iss.tpsgc-pwgsc.gc.ca/cn-cu-eng.html>

2) Question #2

The requirement is for all proposed staff to be bilingual and fluent in French. Whilst we can offer bilingual staff we cannot guarantee that all staff will be fluent in French.

Having delivered a number of projects in Belgium, contractors (whether French/Flemish) typically speak English. We therefore do not foresee this to be a problem but please confirm.

Answer #2

At Section *SC2.3 – Mandatory Requirements of the RFP*:

DELETE:

- 2.3 Each proposed resources must be bilingual and fluent in French.

REPLACE WITH

2.3 The Proponent must propose a Construction Manager. The proposed Construction Manager must be proficient in writing and speaking in the French language.

3) Question #3

Can the submission and any additional documentation be in English or is there a requirement to produce all documentation in French and then translate to English?

Having delivered a number of projects in Belgium, contractors (whether French/Flemish) typically speak English.

Answer #3

For the delivery of the RFP documentation, please refer to A10. Language - **Proposals shall be submitted in French OR in English.**

For the delivery of contractual documentation, please refer to the Draft Contract –

- The Contractor shall perform the required services, alongside of the Departmental Representative. All documentation and communications between the Contractor and the Department will be produced in French OR English.
- The Contractor shall provide services in both French and English.

Section 4 – Scope of Work, General Administration, in the Draft Contract is amended as follows:

DELETE

1. Ensure all documentation that is provided to Departmental Representative is in the French language or is translated to the English language if required, and that all communications carry the DFATD Project Title, Project Number and File Number, and Date;

REPLACE WITH

1. Ensure all documentation that is provided to Departmental Representative is produced either in French or English, and ready to be promptly translated at the request of the Departmental Representative, and that all written communications include the DFATD Project Title, Project Number and File Number, and Date.

4) Question #4

On the statement of Work document Section 3 General point 1, the requirement to be present on site 45 hours per week, if read in conjunction with point 20.3 of the Draft Services Contract (7.5 hours per day), suggests that we must allow for 6 day working days per week. Please confirm whether this is a correct interpretation.

Answer #4

At GC20

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20.3 For purposes of this Contract, a full day is any period of seven and one half (7.5) hours within any twenty-four (24) hour period.

20.4 If the Contractor is engaged in the performance of the work for any period that exceeds or is less than a full day, the Contractor will be paid a pro-rata portion of the firm daily rate that corresponds to the number of hours during which the Contractor was so engaged.

End of Addendum # 2