



ADDENDUM # 1 OF 1

Project Name: Project Management Support / Quantity Surveying Services – 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-BNATO-SVC-14049
Date: November 18th, 2014

The following supplements and/or supersedes the request for proposals documents issued on October 27th, 2014. 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.

Request for Proposal

1. Section SR1 – INTRODUCTION, Article 1.4 is amended as follows:

DELETE:

The contractor shall perform the required services, in Brussels, Belgium, under the direction of the Departmental Representative.

REPLACE BY:

The contractor shall perform the required services, under the direction of the Departmental Representative.

2. Section SR2 – MANDATORY REQUIREMENTS, Article 2.1 is DELETED in its entirety and REPLACED as follows:

2.1 Proponents **MUST** be locally available to attend very short notice meetings in Brussels, as necessary, at the direction of the Departmental Representative. All travel related fees should be included in the hourly rates.

2.2 Proponents **MUST hold a valid NATO SECRET clearance OR a Government of Canada SECRET security clearance or above by the time of this RFP bid closing (Proposal Delivery deadline in A7)**. Proponents must provide the security clearance number and expiry date within 48 hours of the request from DFATD.

3. Section SR3 – TECHNICAL PROPOSAL, Article 3.2 is amended as follows:

DELETE:

Mandatory Requirements

To achieve an “adequate” rating Proponents **must** have experience on a minimum of **three (3)** recent projects of size and scope similar to the current requirement, completed in Brussels.

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REPLACE BY:

Mandatory Requirements

To achieve an “adequate” rating Proponents **must** have experience on a minimum of **three (3)** recent projects of size and scope similar to the current requirement, completed in Brussels and / or Western Europe.

4. *Section SR3 – TECHNICAL PROPOSAL, Article 3.3 is amended as follows:*

DELETE:

To achieve an “adequate” rating these team members must have the following noted minimum number of recent years of experience indicated, in a similar role on projects located in Brussels.

REPLACE BY:

To achieve an “adequate” rating these team members must have the following noted minimum number of recent years of experience indicated, in a similar role on projects located in Brussels and / or Western Europe.

5. *Section SR4 – PRICE PROPOSAL, Article 4.2.2 is DELETED in its entirety.*

Draft Contract

6. *Section SC2 Hourly Rates, is amended as follows:*

DELETE:

Invoices are to be submitted on a monthly basis. All work is to be completed in Brussels, Belgium- there is no outside travel required.

REPLACE BY:

Invoices are to be submitted on a monthly basis. Contractor **MUST** be locally available to attend very short notice meetings in Brussels, as necessary, at the direction of the Departmental Representative. All travel related fees should be included in the hourly rates.

ADD:

SC5. SECURITY REQUIREMENTS

- 1.1 The Proponent must hold a valid NATO SECRET clearance OR a Government of Canada SECRET security clearance or above for the duration of this contract. Failure to hold the appropriate

**Appendix “A”
Statement of Work**

security clearances will render the Contract null and void. Access to the restricted zones of the Mission may only be granted under the escort and constant supervision of a member of the Canada-Based Staff (CBS).

- 1.2 This document does NOT contain CLASSIFIED information; however all or part of the Work involves possible access to CLASSIFIED and/or PROTECTED information/materiel.
- 1.3 The Contractor shall NOT remove, without the express written approval of the Departmental Representative, any CLASSIFIED and/or PROTECTED information from the work site, and shall ensure that the Contractor's personnel are made aware of and comply with this restriction.

7. *Appendix “A” - SOW, Article B 1.1, is amended as follows:*

DELETE:

- 1.1 The objective of the work is to provide local Project Management Support / Quantity Surveying Services for the above referenced Project as detailed herein. The Contractor shall perform the required services, in Brussels, Belgium, under the direction of the Departmental Representative.

REPLACE BY:

- 1.1 The objective of the work is to provide Project Management Support / Quantity Surveying Services for the above referenced Project as detailed herein. The Contractor shall perform the required services, under the direction of the Departmental Representative.

8. *Appendix “A” - SOW, Article D 1.4, is DELETED in its entirety.*

9. *Appendix “A” - SOW, Article E1 - 1.1, is amended as follows:*

DELETE:

Provide summary schedule management support services managed by an experienced and qualified Quantity Surveyor, experienced in construction in Belgium.

REPLACE BY:

Provide summary schedule management support services managed by an experienced and qualified Quantity Surveyor, experienced in construction in Belgium and / or Western Europe.

10. *Appendix “A” - SOW, Article E2 - 1.1, is amended as follows:*

DELETE:

Provide a summary cost management support service managed by a qualified Quantity Surveyor experienced in Belgium.

**Appendix “A”
Statement of Work**

REPLACE BY:

Provide a summary cost management support service managed by a qualified Quantity Surveyor experienced in Belgium and / or Western Europe.

11. Appendix “A” - SOW, Article G, is amended as follows:

DELETE:

No travel will be required outside of Brussels and all travel will be at the charge of the Contractor.

ALL OTHER TERMS AND CONDITIONS OF THE RFP REMAINS UNCHANGED

End of Addendum #1