



Date: April 10, 2019

Title: Chancery - Building Condition Reports, Tokyo, Japan

Solicitation Number: 19-149996

The following supplements and/or supersedes the request for proposals documents issued on March 6, 2019. 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.

**ADDENDUM N<sup>o</sup> 2**

**1. REMOVE: Contract – Project Requirements p.8**

RS 7.3	\$ Fee proposed	7.3	Stand Alone Task 3 – Criticality assessments	✓	<b>Art#</b> <b>3.5</b>
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**REPLACE WITH: Contract – Project Requirements p.8**

RS 7.3	<b>INCLUDED</b>	7.3	Stand Alone Task 3 – Criticality assessments	✓	<b>New</b> <b>article</b> <b>7.</b>
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**2. ADD: Criticality Heat Map Assessment**

*Insert following section RS 7 Additional Stand Alone assessments*

**Criticality Heat Map Assessment**

Application of Criticality Rating enhancement for six factors:

Each system/component subject to a requirement/event in the BCR is to be put through a set of criticality ratings. The overall Criticality rating for each component is calculated in three (3) stages based on six (6) factors.

The points and colour codes are established using a 6-point weighted ranking system which includes the following factors comprehensively:



Item #	Criticality Rating Factor	Weightage
1	Average Remaining Life	25%
2	Annual System Condition Index (SCI) considering no funding scenario	20%
3	Relative Importance of the Component	20%
4	Event Deferral Risk	15%
5	Failure Consequential Damage Risk	20%

**The Criticality rating for each component is calculated in three (3) Stages:**

**Stage 1** - Assigning points for each component/event as shown in tables 1-5 below.

**Stage 2** - Assigning weightages to the points which were assigned in Stage 1.

**Stage 3** - Adding the weighted points for each component to obtain total points as shown in tables 1-5 below and heat map colour as shown in table 6 below.

**Criticality Rating Factor For Average Remaining Life, Stages 1 & 2 (Table 1):**

Table 1 - Average remaining life (Weight 25%)		
Average remaining life	Points contribution, Stage 1	Weighted Points, Stage 2
1	0	0
2	8	2
3	15	4
4	23	6
5	30	8
6	38	10
7	45	11
8	53	13
9	60	15
10	68	17
11	75	19
12	83	21
13	90	23
14	95	24
15	100	25



**Criticality Rating Factor for System Condition Index (SCI), Stages 1 & 2 (Table 2)**

<b>Table 2 – System condition index with no funding scenario (Weight 20%)</b>		
<b>Description</b>	<b>Points contribution, Stage 1</b>	<b>Weighted Points, Stage 2</b>
Component SCI >10% (Poor)	0	0
Component SCI 5-10% (Fair)	50	10
Component SCI < 5% (Good)	100	20

**Criticality Rating Factor for Relative Importance of The Component, Stages 1 & 2 (Table 3):**

<b>Table 3 - Relative importance of the component (Weight 20%)</b>		
<b>Description</b>	<b>Points contribution Stage 1</b>	<b>Weighted Points Stage 2</b>
A10 FOUNDATIONS – High	0	0
A20 BASEMENT CONSTRUCTION - High	0	0
B10 SUPERSTRUCTURE - High	0	0
B20 EXTERIOR CLOSURE - Medium	50	10
B30 ROOFING – Medium	50	10
C10 INTERIOR CONSTRUCTION - Low	100	20
C20 STAIRS – Low	100	20
C30 INTERIOR FINISHES - Low	100	20
D10 CONVEYING – Medium	50	10
D20 PLUMBING – Medium	50	10
D30 HVAC – Medium	50	10
D40 FIRE PROTECTION - High	0	0
D50 ELECTRICAL – Medium	50	10



**Criticality Rating Factor for Event Deferral Risk, Stages 1 & 2 (Table 4):**

<b>Table 4 - Event Deferral Risk (Weight 15%)</b>		
<b>Description</b>	<b>Points contribution Stage 1</b>	<b>Weighted Points Stage 2</b>
Code compliance required due to alteration or change of use. Failure to correct an unsafe condition can cause accelerated deterioration, structural damage or integrity of the building.	0	0
Code compliance required due to alteration or change of use. Failure to correct an unsafe condition can cause notable impact on the structural elements and integrity of the building.	50	8
Code compliance required due to alteration or change of use. Failure to correct an unsafe condition can cause minor impact on the structural elements and integrity of the building.	100	15

**Criticality Rating Factor for Consequential Damage Rating, Stages 1 & 2 (Table 5):**

<b>Table 5 - Failure Consequential Damage Rating (Weight 20%)</b>		
<b>Description</b>	<b>Points contribution Stage 1</b>	<b>Weighted Points Stage 2</b>
Failure: Will result in high damage and remediation cost of the building (ex: leaks in foundations will damage interiors).	0	0
Failure: Will result in medium damage and remediation cost of the building (ex: Exterior doors deterioration will result in notable damage on the interior finishes).	50	10
Failure: Will result in low damage of the building (ex: deterioration of the ceiling finishes will result in minor damage on the interior finishes).	100	20

Finally the weighted points gathered under the criticality rating are applied to each component score as a factor which are translated to the original heat map categories as follows:



**Table 6 – Heat Map Colour Coding**

Description	Total Weighted Points Stage 3		
Highest criticality of renewal	0-30	Red	
Median criticality of renewal	31-70	Yellow	
Low criticality of renewal	71-100	Green	

**Final Sample Criticality Assessment Summary Heat Map Based on Uniformat Level IV:**

Criticality Assessment - Summary Recommendation Heat Map															
Level 4 Group Elements	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
B1010000-001-01-Floor Construction - General	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B1010000-001-02-Floor Construction - General	55	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B1010000-001-03-Floor Construction - General	55	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B1015004-001-01-Exterior Fire Escapes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B1020000-001-01-Roof Construction - General	55	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B2010000-001-01-Exterior Walls - General	69	67	65	10	10	10	10	10	10	10	10	10	10	10	10
B2020002-001-01-Windows - Aluminum	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
B2020002-001-02-Windows - Aluminum	82	80	78	76	75	73	71	69	67	65	10	10	10	10	10
B3025000-001-01-Roof Safety Anchors	82	80	78	76	75	73	71	69	67	65	10	10	10	10	10
C100000-002-01-Interiors - General	33	31	29	27	25	23	21	19	17	15	13	11	9	7	5
C2010000-001-01-Stair Construction - General	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
D2020000-001-01-Domestic Water Distribution - General	82	80	78	76	75	73	71	69	67	65	28	28	28	28	28
D2020000-001-02-Domestic Water Distribution - General	80	78	76	75	73	71	69	67	65	38	38	38	38	38	38
D2024003-001-01-Domestic Hot Water Boilers	78	76	75	73	71	69	67	65	28	28	28	28	28	28	28
D2030000-001-01-Sanitary Waste - General	82	80	78	76	75	73	71	69	67	65	28	28	28	28	28
D2030000-001-02-Sanitary Waste - General	48	48	48	48	48	48	48	48	48	48	48	48	48	48	48
D3022000-001-01-Hot Water Boilers - General	28	28	28	28	28	28	28	28	28	28	28	28	28	28	28
D3025001-001-01-Heating and Cooling Circulation Pumps	28	28	28	28	28	28	28	28	28	28	28	28	28	28	28
D3034000-001-01-Packaged Air Conditioning (PAC) Units - General	67	65	28	28	28	28	28	28	28	28	28	28	28	28	28
D3034000-002-01-Packaged Air Conditioning (PAC) Units - General	67	65	28	28	28	28	28	28	28	28	28	28	28	28	28
D3034001-001-01-PAC - Rooftop	80	78	76	75	73	71	69	67	65	28	28	28	28	28	28
D3041002-001-01-Make-Up Air Units	67	65	28	28	28	28	28	28	28	28	28	28	28	28	28
D3045000-001-01-Exhaust Ventilation Distribution Systems - General	82	80	78	76	75	73	71	69	67	65	28	28	28	28	28
D3045003-001-01-Exhaust Fans	75	73	71	69	67	65	28	28	28	28	28	28	28	28	28
D4010000-001-01-Sprinklers - General	70	68	66	65	63	61	59	57	55	18	18	18	18	18	18
D4010000-001-02-Sprinklers - General	72	70	68	66	65	63	61	59	57	55	18	18	18	18	18
D4030000-001-01-Fire Protection Specialties - General	55	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D4030000-001-02-Fire Protection Specialties - General	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D4095000-001-01-Exhaust Hood & Duct Fire Protection	63	61	59	57	55	18	18	18	18	18	18	18	18	18	18
D5010000-001-01-Electrical Service & Distribution - General	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65
D5010000-001-03-Electrical Service & Distribution - General	28	28	28	28	28	28	28	28	28	28	28	28	28	28	28
D5012001-001-01-Distribution Panels and Breakers	73	71	69	67	65	28	28	28	28	28	28	28	28	28	28
D5012001-002-01-Distribution Panels and Breakers	28	28	28	28	28	28	28	28	28	28	28	28	28	28	28
D5020000-001-01-Lighting And Branch Wiring - General	65	28	28	28	28	28	28	28	28	28	28	28	28	28	28
D5037000-001-01-Fire Detection & Alarm Systems - General	73	71	69	67	65	10	10	10	10	10	10	10	10	10	10
D5037000-001-02-Fire Detection & Alarm Systems - General	71	69	67	65	28	28	28	28	28	28	28	28	28	28	28

**3. REMOVE: Section 5.2.1 on page 6 of 15 of the RFP**

Proponents shall quote all-inclusive Hourly Rates on the form attached as Section “II” – Price Proposal. The Hourly Rate must include, but not necessarily be limited to, all costs resulting from the performance of the Work as described in this RFP, all costs resulting from the performance of any additional Work described in the Proponent’s proposal (unless clearly described as an option), all travel, living costs and all overhead costs including disbursements)

**REPLACE WITH: Section 5.2.1 on page 6 of 15 of the RFP**



Proponents shall quote all-inclusive Hourly Rates on the form attached as Section "II" – Price Proposal. The Hourly Rate must include, but not necessarily be limited to, all costs resulting from the performance of the Work as described in this RFP, all costs resulting from the performance of any additional Work described in the Proponent's proposal (unless clearly described as an option), all overhead costs including disbursements, except for travel costs.

All travel expenses incurred by the Contractor, his consultants and sub-contractors in relation to the Work will be the responsibility of the Contractor. Under no circumstances shall Her Majesty be responsible for the payment of such travel expenses.

#### 4. ADD: Contract – Supplementary conditions

##### SC9. Travel and Living Expenses

9.1 As travel to and from the project site is a mandatory requirement, all associated costs (including any passport or visa costs, per diem on-site fees, transportation, accommodation and disbursements) are the Contractor's responsibility. As such, these costs are included in C8. Contract Amount.

9.2 Where contract changes result in additional or extended travel deemed necessary by the Department of Foreign Affairs, Trade and Development Canada (DFATD), due to extraordinary and unexpected requirements, and with the approval of the Departmental Representative, DFATD will be responsible for the additional costs for transportation and accommodation. All approved travel expenses will be in accordance with Treasury Board directives for person under contract with the Canadian Federal Government (Treasury Board travel directive website : [http://www.tbs-sct.gc.ca/PUBS\\_POL/HRPUBS/TBM\\_113/MENU-TRAVEL-VOYAGE-ENG.ASP](http://www.tbs-sct.gc.ca/PUBS_POL/HRPUBS/TBM_113/MENU-TRAVEL-VOYAGE-ENG.ASP) ).

Airfare shall be limited to full-fare economy class only. Contractors are required to seek the lowest possible airfares, including charters and other discounts for each trip, and to book immediately upon approval of this agreement, in order to take advantage of the lowest fares. DFATD retains the right to limit the reimbursement of the air portion when the lowest appropriate fare is not obtained. Upgrades to business or first class may be personally paid by the contractor, where this is company policy.

\*Additional or extended travel and living costs (as per above) will be calculated and reimbursed based on proof of receipts and in accordance with the TB travel directive.

[http://www.njc-cnm.gc.ca/directive/app\\_d.php?lang=eng&let=B](http://www.njc-cnm.gc.ca/directive/app_d.php?lang=eng&let=B)

JAPAN - CURRENCY: Japanese Yen (JPY)

9.3 Travelling outside Canada requires immunization and current information on destinations, Travel arrangements and immigration matters are the responsibility of the Contractor.

9.4 Information on travelling abroad may be found at the DFATD Website:  
<HTTP://WWW.VOYAGE.GC.CA/INDEX-ENG.ASP>



NOTE: While DFATD does the utmost to ensure the accuracy and completeness of the information on its web site, DFATD does not warrant such and does not accept any liability for such accuracy or completeness or lack thereof.

- 9.5. All travel must have the prior authorization of the Departmental Representative. All payments are subject to government audit.

#### **QUESTION & ANSWER N° 4**

**Q20.** Could you please clarify if work visas are required to complete this work at the Canadian Embassy in Japan, and if so, will DFATD be providing assistance in obtaining the visas?

**A20.** Canadian citizens using Canadian passports do not require a visa to enter Japan for tourism or business stays under ninety (90) days. Refer to <http://visaservicescanada.ca/countries/japan.php>

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All other conditions and requirements remain unchanged