



Date: March 17, 2020

Title: Relocation of the Consulate General of Canada, San Salvador, El Salvador

Solicitation Number: 20-164503

The following Questions & Answers is in link with the Request for Proposal document mentioned above.

Questions & Answers # 1

Consultant Questions from the site visit

Part 1 – Questions from New Embassy Location

- Q1 What is an airlock?
A1 The airlock is where the employees open the 1st door, and then wait inside for that door to close before opening the 2nd door to gain access into the Embassy space if coming in, or to the lobby if leaving the Embassy.
- Q2 Are the distribution of spaces set on the plan?
A2 Yes, the rooms are layout on the plan.
- Q3 Are you expecting only Class A Estimates? Are you expecting other estimates for local conditions?
A3 The winning architecture and engineering (A&E) firm is responsible as part of the contract documents to provide preliminary cost estimates during the design development stages, and a Class “A” estimate at the end of the design development prior to tender for construction services. If the winning A&E firm wishes to use the services of a local QS service they are able to.
- Q4 What is the government treasury board?
A4 Treasury Board is a Government of Canada department that is responsible for the distribution of funds to other departments such as Global Affairs Canada (GAC).
- Q5 What is Siemen’s role?
A5 Siemens was invited to site to solicit their services to the firms for the Fire Alarm design, as they have installed the Fire Alarm system for the building. The A&E firms are not required to use Siemens, however the system installed in GAC’s space must be compatible with the building’s fire alarm system.
- Q6 Do you have a security team who will work with the contracted A&E firm?
A6 Yes, there are members from various security groups with GAC who are part of the project team.
- Q7 Will the security and team accompany the contracted A&E firm at start up of the project for guidance?
A7 Yes, the project team from Canada will be on site for a week with the winning firm.
- Q8 Is the one-week team workshop obligatory for all team members?
A8 Yes.



- Q9 Are the whole systems/units for the secure doors, windows, pass-troughs shipped and provided by GAC?
A9 Yes, GAC will supply and ship to site any secure door/frame and window/frame including pass through trays for counters.
- Q10 Does the whole wall, door and window system from public to private/mission areas need to be ballistic rated?
A10 Yes.
- Q11 Does the ballistic rated wall include the wall between the waiting room area and the corridor?
A11 No it does not.
- Q12 Will you provide the specifications for the wall types?
A12 Yes, the wall types are shown in the security section, part 8 of the project brief.
- Q13 Emergency doors, are they provided by GAC?
A13 Yes, the emergency door and frame will be supplied by GAC, for the general contractor to install.
- Q14 Electrical Room and IT Room, are they in our own space separate from the building?
A14 Yes, as part of the design GAC will have an electrical and IT room within the Embassy space, where the services will need to be brought in from the building's electrical and IT room located on the floor.
- Q15 Does the Embassy need to be on separate systems from building; IT, Electrical, Fire Alarms?
A15 A separate fire alarm panel is required for the High Secure Zone (HSZ). The rest of the Embassy will be connected to the existing general building loop. According with the "Adaptation Manual Torre Quattro", the floor will be provided with 4 modules wired to the base building fire alarm panel. As part of the survey visit, consultant shall confirm the amount of available signals and include any additional module (if required) as part of the design.
- Q16 Is the high secure zone a safe room?
A16 The high secure zone is rated that for operational requirements.
- Q17 Is the high security zone another area with a specific door type that is provided by GAC?
A17 Yes, GAC will supply the door and frames, and will advise the A&E firm so they can complete the door schedule accordingly.
- Q18 Will you have space for maintenance between window and wall in high secure zone?
A18 The IT room wall will be 1' or 305mm from the exterior wall, so there will be no room for maintenance.
- Q19 The film on the windows – who is responsible for this? What is required? Who provides this information?
A19 GAC will provide information for window film, and the general contractor for the construction is responsible to procure and install.
- Q20 What is required for the wall in the public corridor? Is there a design element, signage, leave as is?
A20 The wall will have at a minimum signage announcing the Canadian Embassy in 3 languages (English, French & Spanish), including the Canadian Coat of Arms. The design will be developed



during the design stage, with input from the building owner, GAC architect and Interior Designer.

- Q21 Can the building electrical meter stay in the existing location?
A21 The meter can stay in the main electrical room on the floor.
- Q22 Will the embassy breaker be accessible by the building? The breaker in the main panel located in the buildings electrical room?
A22 The main breaker will be accessible by the building.
- Q23 If the building power shuts down, will clients still be able to exit the Embassy space?
A23 Yes.
- Q24 Does each client get UPS power? Does each room get UPS power?
A24 Each workstation will have a mini UPS for computer equipment, and various IT rooms will have larger UPS which GAC will provide.
- Q25 Do we “the contractors” buy cables and electrical cables locally?
A25 The general contractor who will construct the Embassy can procure and install the electrical cables locally. GAC will supply the communication/security cables. All electrical cable specs will have to be verified by GAC and must incorporate an appropriate/equivalent IEC standard. Please reference Project Brief for clarification.
- Q26 Do you send your own IT cabling to install the cables?
A26 Yes, GAC will send a Canadian cabling contractor to install the communication and security cables.
- Q27 Can the electrical plugs be purchased locally?
A27 Yes.
- Q28 Can the shell, floors, walls etc., be purchased locally?
A28 Yes.
- Q29 Do you want the exterior windows to be operable?
A29 No.
- Q30 During the design process who is on site to ensure coordination?
A30 The project manager and team will be on site for a week at the start of the design process, and if required could return to the site. If the contractor is local, we can set up meetings at the current Embassy where we could conduct a video conference between teams. The staff at the Embassy can also be on site should it be required. Coordination of building systems are the responsibility of the A&E consultants.
- Q31 Is there a window covering standard to follow for the building?
A31 Per the building owner no, but manually operated solar shades will be requested as part of the design.
- Q32 Is all the office furniture bought by GAC or locally?
A32 GAC will supply and install the office furniture.
- Q33 Is the carpet tiles purchased by GAC or locally?



- A33 To ensure the carpet cost rate and Canadian content, the carpet will be purchased by GAC. Installation to be completed by local contractor, who is also responsible to supply the adhesive.
- Q34 Is drapery purchased by GAC or locally?
A34 Locally, to be installed by the general contractor.
- Q35 Is there away of getting a list of preferred contractors?
A35 There is no list of preferred contractors.
- Q36 Is there a lighting standard?
A36 Lighting standards are in section 6 of the project Brief.
- Q37 Automatic or manual blinds?
A37 Manual.
- Q38 What is the brand of the building's fire alarms?
A38 Siemens.
- Q39 Are contractors able to put garbage bins in the garage or street? If so, for how long?
A39 No, bins are not able to be placed on the street or in the parking garage structure.
- Q40 Timing of installation and demolition for existing site; who does this? Is the contractor responsible for decommissioning?
A40 GAC will be responsible for the decommissioning of the current Embassy, and it is not in the scope of work for this contract.
- Q41 What is the general timeline for this project schedule?
A41 The current schedule shows a move in to the new Embassy space of December 2021, however this is dependent of some factors which may be able to be removed from the schedule, which would shorten the move to possibly the summer of 2021. The GAC project manager will advise the design firm when changes are made that could affect the schedule.
- Q42 Is the A&E firm responsible for assisting with the mission move?
A42 No, GAC will have a move coordinator.
- Q43 For the A&E firm, what is the timeline for the design to be completed?
A43 The current schedule is allowing 5 months to complete the design
- Q44 Is a building permit required?
A44 The winning A&E firm is responsible to confirm with the local municipality.
- Q45 Are permits required for plumbing and/or electrical?
A45 The winning A&E firm is responsible to confirm with the local municipality.
- Q46 Should all documents be confidential? Can we say Embassy in the documents?
A46 The documents are not classified as they will be posted on BuyandSell.gc.ca for the construction Tender, however we would ask that only those who need to work on the files have access and that the files are not shared. The drawings can also state "Embassy". Due diligence when handling/sharing files are encouraged at all times, reference to Secure Zone and High Secure Zone should be removed from drawings, including the room names in these 2 zones.



- Q47 Is this a consulate or embassy?
A47 It is an embassy.
- Q48 To register, do we go to Buyandsell Canada?
A48 Yes, you should go to Buyandsell.gc.ca to register so you will be made aware should we post an item that you should know about, such as addendums.
- Q49 Any questions for the proposal, where do we go on the website?
Q49 Questions should be sent to the e-mail address in box A7 of the RFP
realproperty-contracts@international.gc.ca
- Q50 Do A&E firms have to get the landlord's approvals on the drawings?
A50 We will share certain drawings that the landlord has requested to see such as structural due to the weights of the secure walls. We will also share the design for the wall in the hallway with them, for design approval. Other drawings could be shared when requested as a courtesy but not for final approval.
- Q51 If A&E firms use Revit can they then transfer the files into AutoCAD drawings?
A51 As long as the drawings being submitted to the GAC project team are in AutoCAD format and pdf.
- Q52 Are there any base building standards for doors? Is there a standard for glass? Tempered, thickness size, colour?
A52 The glass should be at a minimum, 10mm tempered glass.
- Q53 Does the signage come from Canada? Do we have to use the Canadian standard company?
A53 The signage could come from Canada. However, we could use a local supplier if they could produce the signage to meet GAC signage standards. A copy of the Signage Standards will be provided to the winning bidder as well as the AutoCAD, PDF and tiff version of the Canada word mark.
- Q54 Is it possible to design the same system for the fire alarms as the rest of the building?
A54 GAC will have its own requirements, as other tenants might have their own requirements, and what one tenant has should not necessarily be used as a baseline for GAC's requirements.
- Q55 Siemens – what is their role? Why were they invited to the meeting? If they are familiar with the building systems what is required?
A55 Siemens was invited as the system in the building is Siemens, and they have installed the system(s) and know the building. In addition, should a firm wish to use them as a sub consultant to help develop the fire alarm design. You are not obligated to use them to assist with the fire alarm design.
- Q56 Is the panel for the fire alarms a standalone unit for the embassy space or is it tied into the building's system?
A56 GAC will have its own Fire Alarm panel in the Embassy space (HSZ) to be tied into the buildings Fire Alarm panel. A separate fire alarm panel is required for the HSZ. The rest of the Embassy will be connected to the existing general building loop.
- Q57 What is the level of security for access control during installation and construction?
A57 While on site non GAC employees and contractors will be escorted by building security.



Part 2 – Questions from Existing Embassy

- Q58 In the DRAFT RFP, is there a standard format to be filled out by the A&E firms?
A58 All instructions for how to complete the RFP can be found within the document, such as mandatory requirements, and the components that make up the technical requirements.
- Q59 Is there a room to connect directly to the fire panel? Does it need to be a new panel? Can it be a standalone unit and in the Mission's space and connected to the building?
A59 The Canadian embassy is required to have a full fire detection and signaling system installed on its floor. The extension of the base building fire alarm system to all initiating devices and signaling appliances would be the preferred option. The HSZ will have to be standalone.
- Q60 Is the security cables provided by GAC, and installed by GAC? Is only the conduits and infrastructure required?
A60 Correct, GAC will supply and install the security cables, the general contractor who will construct the space is responsible for conduits, cable trays etc.
- Q61 Is there any brand preferences for mechanical that should be specified?
A61 The mechanical equipment will need to match the existing equipment installed in the building, which is LG.
- Q62 Will the specifications for the doors, pass-troughs, window film be provided by GAC?
A62 Yes, there are details of these requirements in security section, part 8 of the project brief.
- Q63 As we do have a green certification in SSAL, if we aim for LEED silver, would you like us to proceed with local options?
A63 GAC is requesting that LEED be the green certification, with "silver" as the minimum level.
- Q64 Is there an anonymous way the bidding process will be conducted for all team players?
A64 The project team in Ottawa will review the bid packages, and will only rate the technical component from each bidder. Only after this is done, and a consensus is achieved for the points each bidder will receive, do the team members then find out what the price bids are. This is done to not sway the ratings of points for the technical package to the proponent with the lowest price.
- Q65 Do you have a website for rates; travel, meals, incidentals? What about specific hotel rates or reference costs for living expenses in SSAL?
A65 This can be found on the "National Joint Council" website https://www.njc-cnm.gc.ca/directive/app_d/en?drv_id=60&let=E, this will cover the cost of meals and incidentals. GAC does have government rates with various hotels in San Salvador, such as the Crown Plaza.
- Q66 Does the travel plan rates work for travel to Canada for conferences etc.? Is travel required to Canada?
A66 The winning bidder will not be required to travel to Canada, as we will use teleconference and video conference when possible for meetings. However if you believe you should need to come to Canada you could include this as part of travel plan, but note that VISA's are required to enter Canada for citizens of El Salvador, and we cannot guarantee that VISA's would be approved/provided simply because an individual is working on a project for the Canadian Embassy.



- Q67 Can you include travel rates for local travel back and forth to site, or when on site visits are required?
A67 There are no set travel rates, the only rates that can be referenced are for meals and periderm's as mentioned on the "National Joint Council" website
https://www.njc-cnm.gc.ca/directive/app_d/en?drv_id=60&let=E
- Q68 When we have questions over the next month, where do we send questions regardless if it is specific for GAC, Siemens, or building management?
A68 To the e-mail address in box A7 of the RFP realproperty-contracts@international.gc.ca
- Q69 What is a Class A Estimate?
A69 The class "A" estimate is +/- 10% of the construction fit up costs, which we will use in our internal governance for Treasury Board.
- Q70 Where can we get the definition of a Class A Estimate?
A70 Class "A" is +/- 10% of the construction cost for the fit-up.
- Q71 Are you going to specify how the Class A Estimate is costed for estimating purposes? What is the requested format?
A71 We would like it done as a Bill of Quantity.
- Q72 Who pays for the drilling required in the tenants above and below for coring services?
A72 This will be paid for by GAC, including any reinstatement of ceilings, and covering of furniture, and cleaning expenses.
- Q73 When we quote, do we add the tax? Are we tax exempted because we are working for the Canadian Embassy?
A73 Per the RFP section "IV" Price Proposal you need to show the applicable taxes for the 2 phases.
- Q74 What is the tax percentage in the country of El Salvador? Do we price with and/or without tax?
A74 You price with tax, and the tax rate is 13% and it is to be shown separately under your price proposals for phase 1 and 2 as shown in the RFP document, section "IV" Price Proposal.
- Q75 Does the security walls go slab to slab? What are the properties? Can the properties vary in material?
A75 The walls do go slab to slab, and the security section part 8 of the project brief has figures for the various wall types, and the construction including deflection gaps. The material in the walls do vary and are shown in the security section of the project brief.
- Q76 Do you have wall type options for different wall types?
A76 Are there material options? Yes, this is found in the security section of the project brief.
- Q77 Will we have security officer from Canada come to site to monitor the installation of walls and/or security properties to ensure it is correct or not? What stage will site visit happen at?
A77 The security member of the project team is currently only scheduled to come to site mid-point of the construction, however extra trips can be added on GAC's end. In addition, there will be site liaison on site during the construction phase who will report to the project manager in Ottawa.

All other conditions and requirements remain unchanged