



Date: June 8, 2020

Title: Window Film Replacement, Riyadh, Saudi Arabia

Solicitation Number: 20-166102

The following supplements and/or supersedes the solicitation document. 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 # 1

1. Appendix “A” – Statement of Work

DELETE: The statement of work in its entirety.

INSERT: New statement of work attached to Addendum #1.

All other conditions and requirements remain unchanged



STATEMENT OF WORK

1. TITLE

Riyadh – Staff Quarters Security Film Replacement

2. OBJECTIVE

The removal and disposal of existing security film from the windows of fifteen (15) residential properties and the supply and installation of new security film on the windows of sixteen (16) residential properties.

3. BACKGROUND

The Department of Foreign Affairs, Trade and Development Canada (DFATD) provides staff quarters (SQs) for secure diplomatic facilities located in Riyadh, Saudi Arabia. DFATD requires a contractor to remove existing security film from the windows of 15 residential properties, and subsequently supply and install security film on the windows of 16 residential properties. The existing security film is at the end of its life cycle and must be replaced. All work described in this statement of work is to be carried out by an authorized applicator, certified by the manufacturer to install security film.

4. DESCRIPTION OF SERVICES

All work described herein is to be undertaken by a certified installer of security film, and in accordance with the manufacturer's recommended instructions and specifications, with the required tools and equipment.

4.1 Project initiation:

- 4.1.1 Attend a kick-off meeting with the Project/Technical Authority and other stakeholders to discuss the objectives and requirements of the mandate and the Contractor's provisional approach & methodology. The meeting will take place within one (1) week of contract award by video or teleconference.

4.2 Planning for the delivery of scope of work:

- 4.2.1 Upon receipt of approval of the approach & methodology by the Project/Technical Authority, develop a detailed Work Plan that identifies:
 - 4.2.1.1 tasks to be performed per building;
 - 4.2.1.2 roles & responsibilities of the resources proposed to perform the work;
 - 4.2.1.3 Schedule for the performance of the entirety of the project including building-by-building schedule. Consultation with Project/Technical Authority mission to determine building availability is essential.

4.3 Site survey and validation of documents provided:

- 4.3.1 Undertake a survey of each building as identified in Appendix B: Site Plan to validate all dimensions and information provided by DFATD. Confirm suitability of the proposed security film and associated structural silicone prior to procurement. New security film is not to be purchased based on the dimensions provided by DFATD in Appendix C: Window Schedule.

4.4 Replacement of security film:

- 4.4.1 Protect surrounding surfaces and relocate furniture of the occupied space to avoid damage during removal and installation of security film.



- 4.4.2 Remove existing security film in accordance with manufacturer's recommended guidelines, by ensuring no damage is caused to the window glazing itself nor to the surrounding window frames. Removal may involve heating or soaking the existing security film.
- 4.4.3 Partially cut away existing gaskets from the surrounding window frame, as per the manufacturer's specifications, towards preparation for the application of structural sealant following the installation of new security film.
- 4.4.4 Clean and prepare the surface of window glazing for the application of new security film, in accordance with manufacturer's recommended guidelines. Preparation may involve removal of adhesive residue; and thorough removal of dust and other impurities from the surface of the glazing must be ensured to minimize air bubbles.
- 4.4.5 Supply and install security film as per the manufacturer's recommended procedure. Any trimming and splicing must comply with manufacturer's specifications. Ensure edge sealing.
- 4.4.6 Apply structural silicone to ensure adhesive bond between the security film and surrounding window frames. Application must be done in accordance with product specifications.
- 4.4.7 Return all relocated furniture to their original condition/location.

5 TECHNICAL CRITERIA

The installation of new security film must meet or exceed the following technical criteria:

5.1 Anti-shatter security film must meet or exceed the following specifications:

- 5.1.1 Film thickness: 8 mil (0.20mm)
- 5.1.2 Construction: Micro-layered
- 5.1.3 Tear resistance: 1,200 lbs%
- 5.1.4 Tensile strength: 32,000 psi (220 MPa)
- 5.1.5 Break strength: 225 lbs/in (1,134N / 25mm)
- 5.1.6 Elongation at break: 130%
- 5.1.7 Peel strength: >6lbs/in (27 N / 25mm)
- 5.1.8 Abrasion resistance: <3%
- 5.1.9 Anchor with structural silicone.

5.2 Structural silicone must meet or exceed the following specifications:

- 5.2.1 Tensile strength: 320 PSI (2.41 MPa)
- 5.2.2 Tear strength: 49 lbs/in (86 N/cm)
- 5.2.3 Structural sealant is to be installed to the following specifications:
 - 5.2.3.1 The structural sealant must have at least a 1/2 inch adhesion to the window frame (this does not include gaskets, if applicable).
 - 5.2.3.2 The structural sealant must have at least a 1/2 inch adhesion to the window film (this does not include un-filmed glazing).
 - 5.2.3.3 Suitable products include 3M Impact Protection Adhesive, Dow Corning 995 Glazing Sealant, or equivalent.

6 TASKS AND DELIVERABLES

- 6.1 A detailed Work plan must be submitted to the Project/Technical Authority within seven (7) calendar days of signing of the Contract.
- 6.2 A window schedule to confirm site conditions, indicating dimensions and quantities of windows to be filmed, within fourteen (14) calendar days of signing the Contract.



- 6.3 A mock-up of the installation of film at an approved location, within twenty-one (21) calendar days of signing the Contract. The mock-up will be inspected by the Project/Technical Authority to ensure acceptable quality of work.
- 6.4 A weekly status report indicating activities completed/active/upcoming, schedule & budget variance, issues/risks & proposed responses, and proposed change requests, to be submitted on every Thursday of the week until completion of work.
- 6.5 Undertake a joint inspection with the Project/Technical Authority upon completion of all work.
- 6.6 Undertake correction of deficiencies (if any) as identified by the Project/Technical Authority in order to achieve Final Completion.
- 6.7 The contractor must provide all electronic copies of written deliverables using the Microsoft Office suite of software (version 2010).
- 6.8 All written deliverables must be submitted in draft form at least two (2) days before the delivery date identified in the detailed Work Plan to allow input by the Project/Technical Authority. The Contractor may be required to submit revised drafts with required changes. Deliverables will only be considered final upon written confirmation by the Project/Technical Authority.
- 6.9 Provide manufacturer's warranty certificate for each install and a minimum of one (1) year warranty on materials and workmanship for all installations.

7 LOCATION OF WORK

7.1 The various locations of work are all approximately within a 2km radius to the Canadian Embassy in Riyadh.

7.2 Site requirements:

- 7.2.1 Staff and vehicles will be required to undergo security checks upon every site entrance;
- 7.2.2 Staff will be escorted by a Canadian representative;
- 7.2.3 Old film that has been removed from work locations must be disposed of daily, in a location approved by the Project/Technical Authority;
- 7.2.4 A work space will be designated at every work location daily; approval must be given by the Project/Technical Authority;
- 7.2.5 Working hours will be from 08:30hrs to 16:00hrs;
- 7.2.6 Parking for one vehicle will be provided on site;
- 7.2.7 There will be no eating and/or restroom facilities available on site at any work location;
- 7.2.8 Normal furniture items will need to be relocated prior to work and returned back to original locations, daily.

8 COMMUNICATION REQUIREMENTS

8.1 Language of Work:

- 8.1.1 All communications with Government of Canada staff must be performed in English.
- 8.1.2 All deliverables must be submitted in English.

8.2 Specific Communication:

- 8.2.1 All communication must be directed through the Project Authority:

[Information to be provided at contract award]

- 8.2.2 If the communication is technical in nature, then the communication may be directed to the Technical Authority and the Project Authority must be copied.
- 8.2.3 Communication may be directed to the Mission on issues regarding immediate attention if the Project/Technical Authority is not available to respond.



- 8.2.4 Communication with the Mission **MUST NOT OCCUR** without the prior written permission/authorization of the Project/Technical Authority.
- 8.2.5 All verbal communication with a mission must be summarized in writing by letter or email as appropriate and copied to the Project/Technical Authority.
- 8.2.6 No discussions of technical details are to take place with the Mission staff.