



Date: February 17, 2021

Title: Energy Audit and Microgrid Feasibility Assessment of the Embassy of Canada to Haiti

Solicitation Number: 21-178705

The following Questions & Answers is in link with the solicitation document mentioned above.

Questions & Answers # 5

- Q1.** “With regards to 5.3 “Adequate experience consists of ten (10) years of recent professional experience in a similar role”; ten years of experience is required here and this appears to relate to all team members whereas in 4.2 it states “Other members of the project team must each have a minimum of seven (7) years of experience”. Please clarify this.”
- A1.** The Consultant (project lead/principal) assigned to this project must have a minimum of ten (10) years of recent professional and licensed experience in Architecture & Engineering (A&E) consulting accomplishments based on a minimum of five (5) projects including having successfully completed building energy audits / energy efficiency studies, and microgrid feasibility assessments and design proposals in a similar context to the Embassy of Canada to Haiti. Experience from internships, student employment, and volunteering will not be considered. Other members of the project team (besides the project lead/principal) must each have a minimum of seven (7) years of experience in A&E consulting accomplishments based on a minimum of three (3) projects including having successfully completed building energy audits / energy efficiency studies, and/or microgrid feasibility assessments and design proposals in a similar context to the Embassy of Canada to Haiti.

DFATD apologises for the confusion and hereby amends subsection 5.3 of Section “II” – Evaluation and Basis of Selection as follows:

DELETE:

“Evaluate the recent experience of the proposed personnel on projects of similar size and scope. Adequate experience consists of ten (10) years of recent professional experience in a similar role and completion of three (3) recent projects of same size and scope or an equivalent combination of larger and smaller projects.

“Recent” projects are defined as having occurred within the past ten (10) years (2010 onward).”

INSERT:

“Evaluate the recent experience of the proposed personnel on projects of similar size and scope. Adequate experience consists of ten (10) years of recent professional experience in a similar role and completion of five (5) recent projects of same size and scope or an equivalent combination of larger and smaller projects for the project lead/principal; and seven (7) years of recent professional experience in a similar role and completion of three (3) recent projects of same size and scope or an equivalent combination of larger and smaller projects for other project team members.

“Recent” projects are defined as having occurred within the past ten (10) years (2010 onward).”



- Q2.** “With regards to 6.4.2.10 “Perform Quality Analysis Study and install a Data Logger to capture estimated building loads and to capture Utility distribution quality” can you clarify how “Utility” is to be defined given that it was stated in the bidders meeting that electricity is 100% self-generated on site?”
- A2.** DFATD will indicate a property within the Mission portfolio (outside the Main Chancery compound) that is still connected to the Utility to plug in the data logger and capture Utility quality. DFATD apologises for the confusion and hereby amends subsection 6.4.2.10 of the Statement of Work (Appendix “A”) as follows:
- DELETE:
“Perform Quality Analysis Study and install a Data Logger to capture estimated building loads and to capture Utility distribution quality.”
- INSERT:
“Perform Quality Analysis Study in a property within the Mission portfolio (outside the Main Chancery compound) and install a Data Logger to capture Utility distribution quality.”
- Q3.** “With regard to 6.5.1.3 “What additional investments/challenges in utility infrastructure may be required to allow the proposed Microgrid to reconnect to the utility grid” further to the previous question how should the word “utility” be interpreted? It is intended that the two microgrid solutions should have the capability to connect with and work in parallel the EdH utility grid?”
- A3.** “Utility” means local Hydro EdH (Électricité d’Haïti). The feasibility study shall provide analysis for both “island mode” (grid-independent) and Grid connected (if the results of the utility Quality Analysis Study demonstrate potential for the microgrid to be connected to the grid) after the evaluation mentioned in point 6.5.1.3 of the Statement of Work (Appendix “A”).
- Q4.** “With regards to 6.6.3 “Compile a list of potential contractors (manufacturers, installers) (at least 3), products, and associated costs” by inclusion of the wording “and associated costs” does this imply that the proponent is required to obtain written quotations from at least 3 contractors?”
- A4.** DFATD apologises for the confusion and hereby amends subsection 6.6.3 of the Statement of Work (Appendix “A”):
- DELETE:
“Compile a list of potential contractors (manufacturers, installers) (at least 3), products, and associated costs.”
- INSERT:
“Compile a list of potential contractors (manufacturers, installers) (at least 3), products, and a class D estimate of the overall proposed solutions (one cost estimate for each site’s solution).”
- Q5.** “With regard to 6.6.10 “Narrative on all structural considerations for the installation of PV panels (or any other type of equipment).” Would it be possible to provide information on the type(s) of



roofing in place for the major building(s) at each site and a few photographs of each? This is needed to better estimate the cost of the work for which a fixed price is required by the RFP [Request for Proposal]?”

- A5.** The roofs of both the Chancery and the Official Residence are cast-in-place concrete slabs. The high roof of the Chancery (heliport) was rebuilt after the 2010 earthquake. We have structural drawings of the Chancery but there are no structural drawings for the other major buildings. Please find attached some photos of the Chancery roof.



- Q6.** “With regards to 6.7.3.7 “Provide the distribution System modelling simulation” and 6.7.3.8 “Transient and steady state stability studies under all scenarios of operation considered”, please advise if these are to relate only to the electrical systems within the boundaries of the two compounds.”
- A6.** Yes, the studies are for the electrical systems within the boundaries of the two sites identified in Table 1 of the Statement of Work.
- Q7.** “Are the Technical Proposal and Price Proposal to be sent as two separate document attachments in one email, or are we expected to submit as separate emails?”
- A7.** The technical and price proposal must be separate documents/attachments but they can be submitted in the same email.
- Q8.** “Since no specific template is required for SR4, please clarify how 4.1 Corporate Experience, 4.2 Personnel Experience, and 4.3 Certifications and Licensing should be presented in the proposal compared to the rated requirements for SR 5.2 Corporate Experience, 5.3 Personnel Experience, and 5.3.5 certification and licensing of personnel. It appears to be very similar information to be presented within the same document, which has a maximum of 30 pages.”
- A8.** There is no need to resubmit the same information for each criterion; as long as it’s in the technical proposal, it will be counted.



- Q9.** “5.7.2 of the SOW [Statement of Work] – If we are on site for the other tasks, why is the lighting inventory noted as an option to be removed?”
- A9.** DFATD apologises for the confusion and confirms that the lighting inventory will remain part of the scope of work for the energy audit (Component B). DFATD hereby amends Section 5.7 of the Statement of Work (Appendix “A”) as follows:
- DELETE:
“5.7.2 Note: In the event that a site visit is not possible due to COVID-19 limitations or other factors, this requirement may be removed following discussion between DFATD and the consultant.”
- Q10.** “6.3.9 of the SOW – Is a climate resilience study expected in accordance with Infrastructure Canada’s Climate Lens Guidance, version 1.2?”
- A10.** No, it is not required to follow Infrastructure Canada’s Climate Lens Guidance, version 1.2. The climate resiliency study shall address at a high level the expected impacts of climate change in Haiti (storms, droughts, etc.) and the expectation that the proposed system will be reliable and resilience against these changes.
- Q11.** “6.7.3.9 of the SOW – Is a soil resistivity test in fact part of the scope of work?”
- A11.** Yes, a soil resistivity test is required as per IEEE 81.
- Q12.** “Addendum 2, Q15, 11.1 [of the SOW] – “responsible for their own safety” – what does this mean?”
- A12.** It means that DFATD does not commit to providing security services to the consultant and their partners during their travel and stay in Haiti.
- Q13.** “RFP 5.7 Travel Plan – “For team members located within fifty kilometres of the work site...” – what is required by this statement?”
- A13.** DFATD apologises for the confusion and confirms that the travel plan portion of the bidder’s proposal should reflect all required travel, regardless of the origin of the traveling party. DFATD hereby amends subsection 5.7 of Section “II” – Evaluation and Basis of Selection as follows:
- DELETE:
“As travel to and from the Project Site is a mandatory requirement, the Proponent is required to provide an estimate of the number of trips necessary for each off-site team member (and for on-site members who may have to travel to meet with other team members) throughout the life-cycle of the Project, as per Section 10 of the Statement of Work (Appendix A of the Draft Contract). For team members located within fifty (50) Kilometres of the work site, the Proponent is required to provide an estimate of the number of site visits throughout the life-cycle of the Project.”



INSERT:

“As travel to and from the Project Site is a mandatory requirement, the Proponent is required to provide an estimate of the number of trips necessary for each off-site team member (and for on-site members who may have to travel to meet with other team members) throughout the life-cycle of the Project, as per Section 10 of the Statement of Work (Appendix A of the Draft Contract).”

Q14. “Is supporting local economy (i.e. local involvement and capacity building for local companies) relevant in proposal scoring?”

A14. Supporting the local economy is not relevant in proposal scoring.

Q15. “Will the experience of the local sub-contractor be considered in the evaluation of our submission?”

A15. As per Addendum # 1: we will accept experience from multiple companies in the event of a joint venture or a consortium but not if one of the companies is a subcontractor.

Q16. “We plan to use a made-in-Canada team without local partners and our plan is to travel when safe to do so. Is this option acceptable to you?”

A16. DFATD recognizes that the ongoing COVID-19 pandemic has caused much uncertainty regarding international travel. As per section 5.7 of the RFP, “The travel plan must detail a back-up plan for a site visit if travel conditions (related to COVID-19 or otherwise) do not allow for travel by the primary project team.” (Please note the amendment below.) As such, a proposal without a back-up plan will not be marked as adequate. The bidder does not need to have written agreements with local partners in place for the back-up plan at the time of submitting the proposal; however, the proposal must demonstrate that the bidder has done the required research, is aware of their options, and can leverage them should the need arise. **DFATD will not allow for a virtual site visit.** Anticipated time and costs of quarantining should be factored into the development of the price proposal.

At this time, DFATD is aiming for a project end date of December 31, 2021; with possible extension to March 31, 2022, in order to align with future timelines for the procurement and installation of a power generation solution at the Embassy. Project extensions are not guaranteed and will depend on travel conditions and restrictions. DFATD will accommodate a delay with the site visit within reasonable limits due to COVID-19.

DFATD hereby amends section 5.7: Travel Plan of the Request of Proposals as follows:

DELETE:

“The travel plan must detail a back-up plan for a site visit if travel conditions (related to COVID-19 or otherwise) do not allow for travel by the primary project team. This can entail partnerships or subcontracting to specialists located closer to Port-au-Prince, or a virtual visit.”

INSERT:

“The travel plan must detail a back-up plan for a site visit if travel conditions (related to COVID-19 or otherwise) do not allow for travel by the primary project team. This can entail



partnerships or subcontracting to specialists located closer to Port-au-Prince. DFATD will not allow for a virtual site visit.”

DFATD hereby amends section 4: Scope of Component A – Literature Review and Audit Plan Proposal of Appendix “A” – Statement of Work as follows:

DELETE:

“4.3 The plan proposal must include contingency planning for the site visit should travel not be possible, such as a virtual visit or subcontracting with a local firm.”

INSERT:

“4.3 The plan proposal must include contingency planning for the site visit should travel not be possible, such as subcontracting with a local firm. DFATD will not allow for a virtual site visit.”

Q17. “We are interested in the nameplate ratings and electrical specifications of all fuel generators at the embassy and the residence. This information will give us a better idea of the scale of microgrid systems at each site and thus the amount of time required in order to prepare a more accurate estimate for the microgrid feasibility assessments.”

A17. Please find below the nameplates of the existing generators.

Building	Brand	Model	Capacity
Main Compound	Cummins	DQDAC-1533074	270 kW
Main Compound	Cummins	DEFH-10324805	350 kW
Main Compound (stand-by)	Cummins	EFH-9608819	400 kW
Official Residence	Cummins	C40D6	40 kW
Official Residence	Cummins	DGBB- 10302835	35 kW

Q18. “Travel by our personnel can only be done when safe from Covid-19 and variants of the virus as well as stable political climate in Haiti. Is this in alignment with the expectations of DAFITD?”

A18. Please refer to A16.

Q19. “In the past, our personnel have stayed on location at the Canadian Embassy in the respective country to help ensure their safety. Will the Canadian embassy in Haiti consider doing the same during these difficult times? This would give us much more efficient use of time to be on site to observe the sites in operation.”

A19. Housing and transport by the Embassy are not being offered to consultants at this time.

Q20. “For RFP 21-178705 we are making great progress towards completing our proposal. One of the final details involves working with a local firm in Haiti and they mentioned some difficulty due to the unrest there. An extension of one week would be quite helpful in providing a complete and accurate response.”



- A20.** We have extended the end date from February 15, 2021, at 16:00 EST; to February 22, 2021, at 12:00 EST. (Refer to Addendum # 4.)
- Q21.** “The RFP request for measurements to be done on site. Could you please provide some typical measurements are you foreseeing for this assignment?”
- A21.** The following is a list of examples that do not represent all measurements that will be required. Please refer to Appendix A “Statement of Work” for the full scope of work for each component.
- Preliminary Energy-Use Analysis (5.3.1);
 - Carbon footprint (5.3.3);
 - Plug load (5.4.1.7);
 - Specifications of energy-conserving measures (ECMs) (5.5 and 5.8);
 - Utility distribution quality (6.4.2.10);
 - Solar irradiance and best application of solar PV panels (6.5.1.9);
 - Structural assessments for all scenario involving installation of PV panels (or any other type of equipment) on an existing structure (such as the roof) (6.7.2.1);
 - Soil resistivity test (6.7.3.9);
 - And others required for fulfillment of the Statement of Work.

For all calculations and measurements, the Consultant shall make the necessary extrapolations / assumptions to ensure that measurements reflect operations at full capacity, and not a partial operation (if the measurements are taken during a reduced capacity of the mission due to COVID-19).

- Q22.** “The microgrid should power only main Chancery’s compound, or also the Official Residence?”
- A22.** As per the Statement of Work, we are looking for feasibility of two separate microgrid systems: one for the main compound (including the Chancery), and one for the Official Residence site.
- Q23.** “In the RFP, the site map is not available. Could you please provide it?”
- A23.** The site map is available under the “Attachments” section on this page:
<https://buyandsell.gc.ca/procurement-data/tender-notice/PW-21-00941600>
- Q24.** “Section 4.3 “Certifications and Licensing” indicates that the proponent should provide proof of certification and licensing.
- Can we present a principal with a P.Eng from Ontario?
 - Can we present other engineers with P.E licenses from various states in the USA?
 - Can we present engineers licensed to practice in Mexico?
 - Any other certification needed?”
- A24.** We would accept a principal with a P.Eng. from Ontario, and other engineers with P.E. licenses from various states in the USA within the primary project team. We would not accept engineers licensed to practice in any country other than Canada or the United States within the primary project team but subcontractors may be licensed in other countries. We have not identified other required certifications.



- Q25.** A Proponent has requested changes to Section “II” (General Conditions) of the Draft Contract (Annex A of the RFP).
- A25.** After review of the requested changes, DFATD has decided that the General Conditions will remain unchanged. Proponents are reminded that by submitting a proposal, they are accepting the General Conditions of the potential resulting contract.
- Q26.** Does DAFTD have any records of geotechnical testing done at the two sites, Main Compound and Official Residence?
- A26.** A complete geotechnical investigation was produced as part of the seismic assessment of the Chancery. This report will be made available to the winning bidder. We do not have a report unique to the Official Residence.

All other conditions and requirements remain unchanged.