



Date: April 30, 2021

Title: Removal and disposal of asbestos and installation of aluminium soffit at the Embassy of Canada to China

Solicitation Number: 21-180398

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 # 3

Q1. “We would like to let you know that: 1) There is no “licensed or qualified” asbestos abatement contractor in China.”

A1. Please refer to SR2, 2.1, M1 of the Request for Proposal (RFP). There are no certifications in Beijing known to us specifically related to ACM removal. However, the following minimum certifications are required for this RFP:

- Professional Contracting Qualifications for Construction Renovation and Decoration, Grade 2 provided by the Beijing Municipal Commission of Housing and Urban-Rural Development.
- Work Safety License of Construction Enterprises

Q2. “We would like to let you know that: A typical asbestos removal project in Canada or US may involve different parties: a removal contractor, and a consultant to do supervision and air monitoring.”

A2. DFATD is looking for an integrated, complete, appropriate solution for the job at hand, and is not opposed to any such arrangements as part of a technically compliant bid package; however, as per Addendum # 1 (Q/A 2), the work under this project will take place outside and, as such, no air monitoring is required.

Q3. “[Bidder’s name] globally and locally in China has asbestos professionals with extensive asbestos project experiences. In China we have a team of six Certified Industrial Hygienists (CIHs). Our role in an asbestos removal project is usually as a consultant (planning, supervision, training for removal contractor’s employees, air monitoring during removal and clearance monitoring before re-occupancy, etc.). Please advise if [Bidder’s name] can bid as a consultant.”

A3. Please refer to SR2 Mandatory Requirements to ensure they will be met. DFATD is seeking a complete solution. DFATD welcomes lead contractors with a suitable sub-contracting arrangement if DFATD is satisfied the arrangement meets all requirements and the bidder can successfully complete the work required.

Q4. “For SR2.2, is the certification required from a Canadian institution or organization?”

A4. The work is being carried out in China, and therefore the successful bidder must demonstrate that they have the appropriate certification(s) to do the required work within China.



Q5. “In 3.1.3, the deadline for the completion of work is March 31, 2021. Can you update?”

A5. Please see Addendum 1 (Q/A 1); the date has been updated to 31 July 2021.

Q6. “Will removal and/or replacement of any obstructions (i.e. lighting, conduit, CCTV, fire suppression equipment) be treated as a change order?”

A6. No. The work site can be viewed in its entirety during the mandatory in-person site visit. Therefore any and all items that the bidder feels may need to be removed/replaced can be identified and costed, as deemed appropriate, within their financial proposal.

Q7. “What is the substrate beneath the current soffit?”

A7. A tile was removed last year and it was wooden frame/joists. The tiles are screwed into the frame directly.

Q8. “Will the Government of Canada supply a letter to the proponent for the purposes of obtaining visas for Canadian workers?”

A8. DFATD would be prepared to do so but can in no way guarantee that a visa will be issued as most foreign nationals are not permitted entry to China due to the pandemic. Please note that even if a visa is granted, given the pandemic, there are significant challenges travelling from Canada to Beijing, China, and should be given very careful consideration. There are no exceptions. Please refer to the official Government of Canada Travel Advisory for China for the latest information/restrictions: <https://travel.gc.ca/destinations/china>.

Q9. “Will all contractors (whether domestic or foreign) have to quarantine for 14 days before gaining access to the site?”

A9. Currently, the only official quarantine restrictions imposed by local authorities in place are for those entering Beijing, China from abroad. For those arriving in Beijing from abroad, the restrictions currently include a mandatory three-week quarantine period at a centralized government designated facility. Please refer to the following link for the most up-to-date details: <https://travel.gc.ca/destinations/china>. There are currently no such restrictions in place for those travelling domestically. This of course is subject to change without notice, as determined by local authorities. The Embassy itself follows local health advice/guidelines and therefore does not impose any additional quarantine restrictions.

Q10. “Do you have a Designated Substance Report available for the affected area? Can you share with the proponents?”

A10. Please note the following excerpt from a consultant’s report regarding the relevant on-site Asbestos Containing Materials (ACM):

“Asbestos Ceiling Tiles

- If the removal or disturbance of the asbestos-containing grey ceiling tiles (Samples L01-03) is 7.5 m² or less and the ceiling tiles are removed or disturbed without being broken, cut, drilled,



abraded, ground, sanded or vibrated, Type 1 asbestos abatement operations as prescribed in O. Reg. 278/05 must be followed.

However, because the ceiling tiles contain 5% amosite asbestos and 35% chrysotile asbestos, and based on XXX experience with materials containing amosite asbestos, it is XXX's recommendation that if the removal or disturbance of the ceiling tiles is 7.5 m² or less and the ceiling tiles are removed or disturbed without being broken, cut, drilled, abraded, ground, sanded or vibrated, Type 2 asbestos abatement operations as prescribed in O. Reg. 278/05 should be followed.

- If the removal or disturbance of the asbestos-containing grey ceiling tiles (Samples L01-03) is 7.5 m² or more and the ceiling tiles are removed or disturbed without being broken, cut, drilled, abraded, ground, sanded or vibrated, Type 2 asbestos abatement operations as prescribed in O. Reg. 278/05 must be followed.

However, because the ceiling tiles contain 5% amosite asbestos and 35% chrysotile asbestos, and based on XXX's experience with materials containing amosite asbestos, it is XXX's recommendation that if the removal or disturbance of the ceiling tiles is 7.5 m² or more and the ceiling tiles are removed or disturbed without being broken, cut, drilled, abraded, ground, sanded or vibrated, Type 3 asbestos abatement operations as prescribed in O. Reg. 278/05 should be followed.

In the case any of the above-mentioned ACMs would be disturbed during any renovation or demolition activities, the ACMs must be removed and disposed of in accordance with O. Reg. 278/05 prior to any renovation or demolition activities.

It is possible that concealed materials may still be present in inaccessible areas at the Embassy (if any). The report is limited in this regard. If suspected ACM is encountered during demolition and/or renovation activities, it is recommended that a further investigation be conducted at that time. Should building materials encountered during any renovation and/or demolition activities be found to contain asbestos, these materials must be managed in accordance with O. Reg. 278/05."

Questions & Answers provided during the Proponents' Conference on April 13, 2021:

Q11. "Will the successful Bidder be required to remove and dispose of the asbestos tiles or only remove them? There are local regulations in China that require that the contract for disposal be between the Embassy and the removal company and not between the asbestos removal Contractor and the removal company."

A11. DFATD expects a complete package which includes the removal and disposal of the Asbestos Containing Materials (ACM).

Q12. "Will a Notice of Project to provide 24-48 hours notice of the work about to take place be required (as it would be in Vancouver, Canada)?"

A12. No, a Notice of Project will not be required.

Q13. "In section 6.4 of the Statement of Work, are local regulations referring to Canadian or Chinese regulations?"



A13. This refers to the local regulations in Beijing, China.

Q14. “Will the Contractor be covered by the Embassy’s insurance or must we provide our own insurance?”

A14. DFATD has insurance for its properties but The Contractor must provide evidence of their own insurance. The Request for Proposal is hereby amended as follows:

Request for Proposal, Annex “A” – Section “I”, Supplementary Conditions

INSERT:

SC2 Insurance Requirements

2.1 The Consultant shall obtain and maintain an appropriate level of professional liability insurance coverage (including but not limited to coverage for design errors and omissions) for the Services required under this Contract and shall furnish satisfactory evidence of such insurance and renewals to the Departmental Representative within fourteen (14) days of execution of this Contract.

2.2 The policy shall be issued with a deductible amount of not more than \$2,500.

2.3 Unless otherwise directed in writing by the Departmental Representative, the policy required shall attach from the date of contract award and shall be maintained until the one (1) year following the completion of the work.

2.4 The costs associated with any insurance coverage required under this Contract shall be part of the quoted Fixed Price.

Q15. “Are there any restrictions on the nationality of the Contractor who will work on this project (i.e. Canadian, Chinese)?”

A15. No, as long as the Contractor meets all the requirements and can satisfactorily complete all the work within the time stipulated, there are no such restrictions. However, there are currently difficulties tied to obtaining work visas in China. COVID-19 testing and quarantine requirements will also complicate this for Contractors travelling to China and should be taken into consideration when preparing proposals. Please see Q/A 8 and 9 above for more detailed information on these requirements.

Q16. “What is the basis of payment?”

A16. The payments will be based on milestones. The Request for Proposal is hereby amended as follows:

Request for Proposal, Annex “A” – Draft Contract and Statement of Work, Appendix “B” – Basis of Payment

INSERT:

Method of Payment – Milestone Payments

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract if:

- a. An accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instruction provided in the contract;
- b. All such documents have been verified by Canada;



c. The Work delivered has been accepted by Canada.

Schedule of Milestones

1. 25% - Due upon contract signature
2. 75% - Due upon successful completion of the work

Q17. “Does the structure (substrate) above the ceiling tiles also need to be removed?”

A17. Both the tiles and the existing substrate must be removed before the aluminium soffits can be installed. The existing wood substrate must be replaced with galvanized steel substrate of minimum 2mm thick. The Request for Proposal is hereby amended as follows:

Request for Proposal, Annex “A” – Draft Contract and Statement of Work, 5. Scope of Works

DELETE:

“The Embassy requires the services of a Contractor to remove and dispose of asbestos tiles and to install aluminum soffit for the improved health and safety of the occupants.

The ACM tiles are at the rear entrance, front entrance and above balconies of 10 SQ units located on the main compound grounds (similar to a city block). There are similar ACM tiles around the exterior of the OR (on main compound) as well as outside the main entrances of both the Chancery building and Paynter buildings (both on main compound).”

INSERT:

“The Embassy requires the services of a Contractor to remove and dispose of asbestos tiles and to install aluminum soffit for the improved health and safety of the occupants. The Contractor must also remove the existing wooden substrate and replace it with galvanized steel substrate of minimum 2mm thick.

The ACM tiles and wooden substrate are at the rear entrance, front entrance and above balconies of 10 SQ units located on the main compound grounds (similar to a city block). There are similar ACM tiles and wooden substrate around the exterior of the OR (on main compound) as well as outside the main entrances of both the Chancery building and Paynter buildings (both on main compound).”

Request for Proposal, Annex “A” – Draft Contract and Statement of Work, 6. Tasks/Technical Specifications

INSERT:

“6.27 The Contractor must supply and install new, never used materials for the galvanized steel substrate. At minimum, the substrate must be galvanized steel of minimum 2mm thick.”

Request for Proposal, Section “III” – Price Proposal, Cost Breakdown

DELETE:

Financial Proposal			
Please provide details to support the costing			
Description	Estimated Amount (m ²)	Cost per m ² (RMB)	Total Value (RMB)



A – Labour Includes: <ul style="list-style-type: none"> • Removal of existing tiles • Disposal of existing tiles • Installation of new titles • Disposal of waste • Remove and re-installation of electrical and mechanical 	600 m ²	¥ _____	¥ _____
Subtotal A			¥ _____
B – Materials Includes: <ul style="list-style-type: none"> • Premade powder coated aluminium product 2mm thick (colour: white) and associated fasteners as per manufacturer’s specifications 	600 m ²	N/A	¥ _____
Subtotal B			¥ _____
C – Other (if applicable) Please specify: <ul style="list-style-type: none"> • _____ • _____ • _____ 	N/A	¥ _____	¥ _____
Subtotal C			¥ _____
Total Net Costs (Subtotals A + B + C)			¥ _____
Taxes			¥ _____
Total Costs (including Taxes)			¥ _____

INSERT:

Financial Proposal			
Please provide details to support the costing			
Description	Estimated Amount (m ²)	Cost per m ² (RMB)	Total Value (RMB)
A – Labour Includes: <ul style="list-style-type: none"> • Removal of existing tiles • Disposal of existing tiles • Installation of new titles • Disposal of waste • Remove and re-installation of electrical and mechanical 	600 m ²	¥ _____	¥ _____
Subtotal A			¥ _____
B – Materials Includes: <ul style="list-style-type: none"> • Premade powder coated aluminium product 2mm thick (colour: white) and associated fasteners as per manufacturer’s specifications 	600 m ²	N/A	¥ _____



• Galvanized steel substrate of minimum 2mm thick			
Subtotal B			¥ _____
C – Other (if applicable) Please specify:			
• _____	N/A	¥ _____	¥ _____
• _____			
• _____			
Subtotal C			¥ _____
Total Net Costs (Subtotals A + B + C)			¥ _____
Taxes			¥ _____
Total Costs (including Taxes)			¥ _____

Q18. “Are there restrictions in terms of the arrangements a Contractor can make with regards to this contract (e.g., sole Contractor, joint ventures, sub-contractor arrangements, etc.)?”

A18. There are no restrictions. Joint ventures where liability is shared between the entities making up the joint venture are permitted. The use of sub-contractors is also permitted with a reminder that the Contractor will be entirely responsible for the sub-contractors.

Q19. “Will a list of the attendees to the Proponents’ Conference and Site Visit as well as the contact details for the attendees be made available?”

A19. It is not our standard practice to share this information. Should you require this information for a particular purpose, please send an email to realproperty-contracts@international.gc.ca with your request and DFATD will consider it.

During the Proponents’ Conference held on 13 April, 2021, the following additional information was provided to Proponents:

- **Request for Proposal, Title Page, A7. Proposal Delivery:**
 - DFATD would like to reiterate that proposals must be delivered electronically to realproperty-contracts@international.gc.ca only (do not include any other DFATD email addresses). No hard copies of proposals will be accepted at the Embassy of Canada to China.
- **Request for Proposal, Annex “A” – Draft Contract and Statement of Work, 9. Work Hours:**
 - The Statement of Work states that the work hours shall be from 8:00am to 5:30pm on weekdays. DFATD will consider work outside of those hours (e.g., on weekends) if this would be more efficient.
- **Request for Proposal, Annex “A” – Draft Contract and Statement of Work, Appendix “E” – Security Requirements Check List:**
 - DFATD confirmed that the Contractor’s staff will not be able to walk freely on the Embassy grounds and that access to most buildings will be restricted. The Contractor will be under constant supervision from an Embassy representative



Questions & Answers provided during the Mandatory Site Visit on April 13, 2021:

Q20. “Given their age, the existing lights in place might not be in suitable condition to put back after the renovations.”

A20. The Contractor will take care to preserve the lights as much as possible. If the lights cannot be replaced after the work has been completed, the Contractor must notify the Departmental Representative within 24 hours. The Contractor will not be required to provide or install new lighting fixtures. The Request for Proposal is hereby amended as follows:

**Request for Proposal, Annex “A” – Draft Contract and Statement of Work, 6.
Tasks/Technical Specifications**

DELETE:

“6.22 The Contractor must remove and re-install all electrical, plumbing and ventilation: conduit, switches, outlets, lights, wire, as applicable.”

INSERT:

“6.22 The Contractor must remove and re-install all electrical, plumbing and ventilation: conduit, switches, outlets, lights, wire, as applicable. If fixtures cannot be re-installed after the work has been completed, the Contractor must notify the Departmental Representative within 24 hours. The Contractor will not be required to provide or install new fixtures.”

Q21. “Could the contractors get to the balconies of SQ building through the inside of each residence?”

A21. No. The Contractor will have to use scaffolding or similar to reach the balcony for removal of ACM tiles and for the installation of new aluminum soffits.

Q22. “Could another visit for further measuring be arranged?”

A22. Yes, Proponents who attended the mandatory site visit on 13 April 2021 were advised by email on 14 April 2021 that an optional site visit would take place on 15 April 2021 at 10:00am.

Q23. “Will the substrate under the tiles be replaced?”

A23. Yes, all the wood substrate would be removed and replaced with new steel ones. Please see Q/A 17 above for more detailed information on these requirements.

Q24. “Will the removal and disposal of the waste be included in the SOW of the contract?”

A24. Yes. The Contractor needs to provide a complete package with a fixed price for this project.

Q25. “How high are the ceilings in the Paynter building?”

A25. The ceilings are 4-5 metres.

Q26. “What is the number of ceiling tiles?”



A26. The exact number of tiles is unknown but an approximation of the number of tiles is provided in section 6.2 of the Statement of Work.

Q27. “Could a tile be removed to see what is underneath?”

A27. No. To avoid the risk of unnecessarily disturbing the asbestos, the tiles cannot be removed at this time.

Q28. “Is there a requirement to notify local authorities in advance about the removal of the ACM tiles?”

A28. It is the Contractor’s responsibility to determine whether this is a legal requirement. If there is a legal requirement to do so, then the Contractor must notify the appropriate authorities. If a written notification from the Embassy is required, DFATD will provide this to the Contractor upon request.

Questions & Answers provided during the Optional Site Visit (only offered to Proponents who attended the Mandatory Site Visit):

Proponents took additional measurements and a second look at the sites but no questions were asked and no additional information was provided to Proponents during the optional site visit.

All other conditions and requirements remain unchanged.