



- Q1. The RFP appears to include security-based updates to existing DFATD properties however there does not appear to be a requirement to retain a security specialist. Is one required?
A1. No.
- Q2. The RFP states the individual call up limit however there is no information related to the overall RFSO potential upset value of work – could this be provided?
A2. The maximum cumulative total of all Task Authorizations under each contract is \$2,000,000.
- Q3. How many successful proponents would be selected under this mandate?
A3. There will be up to three contracts awarded as a result of solicitation.
- Q4. Are all IFT documents to be bilingual (English/French) as per the latest Treasury Board of Canada Secretariat policy?
A4. The production construction tender documents will mainly consist of preparing the Statement of Work, and will be asked to be bilingual on a case by case basis.
- Q5. Are there additional languages beyond English and French required for this mandate as there is to be on site construction supervision?
A5. No.
- Q6. Are internationally licensed engineers and architects (local to the DFATD property location) required for this mandate?
A6. Potentially. If the work requires a local professional, then suppliers would be responsible for that. Suppliers are not required to have any internationally licensed engineers and architects to respond to this solicitation.
- Q7. Are the project and personnel CV listed under MTC1 and MTC2 to be scored? Or are they simply a pass-fail?
A7. The criteria under MTC1 and MTC2 are pass-fail. Bidders not meeting any of the mandatory criteria will be disqualified.
- Q8. Are the project profiles limited to one page each as per the template provided in the RFP?
A8. Yes.
- Q9. Does the page count exclude or include the mandatory requirements sections MTC1 & MTC2?
A9. No, the seven pages of MTC1 & MTC2 are not to be included in the 25 page limit.
- Q10. Would DFATD be willing to provide an extension to February 17?
A10. Yes.
- Q11. Can the same person occupy 2 positions? (Ex. Principal Architect & Project Manager)
A11. Yes.
- Q12. Can the resource who will play the role of support to the architect be an architectural technologist or must he be an architect?
A12. Yes, an architectural technologist is acceptable.
- Q13. Addendum #1, section 6.3.2.6, section 6.4.1
Q13a. Please confirm that the intent is for the consultant to have a full time on-site representative permanently on site for the duration of the project.
A13a. No.
Q13b. Please confirm if that on site representative needs security clearance, and to what level.
A13b. If site presence is required, secret clearance is necessary.
Q13c. For those locations where we may not have a branch office, can the on-site supervisor be from a locally employed firm, or do we need a Canadian security cleared staff temporarily relocated to the site.
A13c. Anyone who is not secret cleared will require to be escorted/supervised while on site.
- Q14. Section 3b Objectives, MTC1 Corporate Experience
Q14a. Is there any measure of the amount of interiors work that may be required? Half of the work or a quarter for example?



A14a. No, the amount of interior work is not known at this time.

Q14b. Can interiors/renovation projects be used for an example of completed work if it meets the 10/years \$2M criteria?

A14b. Yes.

Q15. SR13 Joint Ventures

While not a joint venture, large firms with multiple locations will be registered in multiple jurisdictions and thus have sub entities within the corporate body. We would leverage our global reach, is there any issue with us engaging the global resources as a team?

A15. The issue might be security clearances.

Q16. The RFP includes field services and the requirement to engage local professionals within the jurisdiction of the chanceries/missions abroad. Since professional services costs are so variable across the world, can Canada provide greater detail about the list of cities that are likely to fall under this program?

A16. Canada cannot provide locations in advance. It is anticipated that local consultants will be engaged, for the most part, via a sub-consultant agreement to which agreed mark-up will be applied.

Q17. Are the resources in Annex B inclusive of local professionals who would need to be engaged to fulfill the services under this task authorization contract?

A17. If the local professionals are employed directly by the entity submitting the bid then, yes, they would be included as part of the Annex B resources. If local resources are sub-consultants to the entity then they would be subject to the stipulated mark-up.

Q18. The maximum value of the task authorizations is noted as \$2M. Is the task authorization limit an aggregate amount for all business to be awarded under the contract or is it a maximum for each project? The RFP also cites an average workload of six projects. Is it possible for Canada to estimate average task authorization for a given project?

A18. The maximum cumulative total of all Task Authorizations under each contract is \$2,000,000.

Q19. Would we be meeting the mandatory criteria if some Key Personnel are at the beginning of the 6-month process of receiving the requisite security clearance (Secret), and upon the Closing Date?

A19. Closing date is acceptable.

Q20. Would a campaign of Class 'A' office spaces be meeting the criteria of \$2,000,000 in total cost, if it was a campaign for an institutional client comprised of multiple synchronous sites?

A20. The maximum cumulative total of all Task Authorizations under each contract is \$2,000,000.

Q21. Is the 10-year timeframe for Corporate Experience from start of construction or design?

A21. Start of Design.

Q22. Since the attendance of the 'Support' personnel at site visits will likely not be required, would you consider removing the requirement for Secret Security Clearance on this position?

A22. If required, even though the probability is low, this individual would require clearance to remove the necessity to hire an escort. For this reason, the clearance requirement will remain in place.

Q23. What is the contract term duration of this standing offer?

A23. It is a two-year contract, with two, one year options.

Q24. Will DFATD accept (and evaluate equally) projects submitted by the Sub-Consultant team, or must they be completed by the Prime-Consultant?

A24. We will not accept (and evaluate equally) projects submitted by the Sub-Consultant team, the project must have been completed by the Bidder.

Q25. Regarding Annex A – Statement of work, the document uses multiple instances of the term 'ensure' which, depending on the context, is not insurable and covered by Professional Liability Insurance. Please consider revising Annex A.

A25. Current language remains unchanged.



- Q26. Standard of Care & Liability – Sections 6.3 – 6.9 have scope of work requirements and terminology that expose the Architect and Engineers to inappropriate liability and responsibilities that are the General Contractors. Please consider revising Annex A.
Some Examples –
6.3.2.6 – contractors perform on-site construction supervision, administration, scheduling and quality control,
6.3.2.8 – contractors are responsible for shop drawings which are the complete detailing requirements for the construction of the project,
6.3.3. – Contractors are responsible to schedule, monitor and oversee construction.
6.3.6 – Architects and Engineers don't approve shop drawings,
6.4.1 - contractors perform on-site supervision and coordinate inspections. Architects and Engineers perform general site reviews.
6.4.2.5 – 6.4.2.12 – contain contractors scope of work.
- A26. Current language remains unchanged.
- Q27. Please review the use of consultant as it appears its used in the context of contractors. Ex 6.4.2.16
Sections 6.5 and 6.6 are have contractors responsibility. Consider the use of a Commissioning agent. Contractors produce O&M manuals and As-built drawings and consultants review O&M manuals for compliance and deliver Record Drawings.
6.7.1 – consultants don't approve they review and report.
- A27. Current language remains unchanged.
- Q28. MTC2 Experience of key Personnel:
"A Curriculum Vitae (CV) must be included for each position which demonstrates the required cumulative minimum of three years (Support) or five years (Senior) experience in the past 10 years from bid closing date. A current, valid licence, to practice in Canada must be provided."
Please clarify whether the number of years of cumulative experience as an architect is meant to be number of years as a licensed architect? Or can the number of years of cumulative experience as an architect include years prior to receiving a licence?
- A28. Cumulative years may include years of experience obtained prior to receiving a license.
- Q29. As a follow up to January 17 Bidders Meeting, it was noted that there will be 3 consultants selected but the first place consultant has right of refusal so the second and third place consultants may not get any work. Could DFATD consider a division of call ups with all three consultants as PSPC typically does? Perhaps a 1st place 50%, 2nd place 30%, and 3rd place 20%? This will allow for a sharing of work so that all consultants have an opportunity to support this program.
- A29. It is expected that all three contracts will be utilized.
- Q30. MTC1 Project forms: Can the project description extend beyond one page to ensure that the information is provided as requested?
- A30. Yes, but please note that this category is a pass/fail and the space required should be sufficient. Any additional pages will count against the 25 pages limit.
- Q31. Does the PSPC Security number suffice for proof of clearance for each individual or should report be included?
- A31. The PSPC Security number, along with the expiration date, is sufficient.
- Q32. Could DFATD provide the tax % to be include in PP2.2 so that each consultant's costs are using the same values for evaluation purposes?
- A32. DFATD will not provide any advice concerning the taxes. Please note ESB1. e) specifies that: 'The amount listed in PP2.1 Estimated Total Value will be used to calculate the pricing score.'
- Q33. In the task authorization process if the consultant does not have adequate capacity to take on an authorization will the right of refusal apply even if at the time the consultant may not have any other work commitments under the TA?
- A33. Yes.
- Q34. Would DFATD please confirm if a proponent is to use an architectural technologist for the architectural support role, if that technologist must be certified as well (i.e. OAAT)?



A34. The work must be reviewed and certified by a certified architectural professional. There may be instances where the architectural technologist do not need certification, however, the work itself must be certified by someone in the organization.

Q35. Would DFATD please confirm if the Senior Architect is required to have five years of experience as a licenced Architect, or if time as an Intern Architect will also be considered?

A35. Cumulative years of experience can include experience as an Architect prior to receiving a license. (see A28).

Q36. Could DFATD please amend the RFP with an official addendum to reflect the extension to February 17th in the Bidders Conference Q&A document (Question/Answer 10)?

A36. Yes, this has been done.

Q37. May proponents include additional information (such as a brief company profile) in their submission within the 25-page limit?

A37. Yes, the Company may include additional information. However, all pages of additional information will be included in the 25 page limit. Any information provided after the 25 page limit will not be utilized in the overall evaluation.

Q38. Could DFATD please confirm if the \$2,000,000 cumulative total limit corresponds to only proponent fees, or if the limit corresponds to construction value and fees combined?

A38. The \$2,000,000 cumulative total limit does not include any construction costs.

Q39. Could DFATD please clarify what information is required to provide a "current, valid security clearance level of Secret"? May proponents provide a list of staff, their security clearance level, and security numbers to satisfy this requirement?

A39. The proponent may provide a summary table such as the one listed above for the purpose of bid submission inclusive of date of expiry

Q40. Do M&E or Structural support staff need to be a licensed Engineer?

A40. M&E or Structural support staff do not need to be licensed engineers.

Q41. Could DFATD please advise if a cost estimator is required as the scope of services calls for construction cost estimate?

A41. A cost estimator is not required. The proponent will just need to meet the level of confidence and detail in the cost estimate that is required by each TA. Not all TAs will require a construction cost estimate as part of the scope.

Q42. Could DFATD please confirm if the PM and Architectural Support role can be filled by the same person, due to the nature and size of the assignments?

A42. We anticipate that in some instances, one person or multiple people may fill multiple roles on different projects.

Q43. Can DFATD consider including the following clause in section GC5 of the General Conditions? It is standard in the industry to have a cap on professional engineer's liability. This allows for better risk allocation.

Notwithstanding anything to the contrary, DFATD acknowledges and agrees that the liability of the Consultant, its affiliates and their respective employees, officers, directors, agents, consultants and subcontractors under this Agreement, whether in contract, tort or otherwise, shall in no event exceed the total fees for the Task Authorization related to that specific claim.

A43. No. the policy of the Government of Canada is not to limit liability in our contracts.

Q44. In accordance with industry standards, can DFATD add the following new clause to GC5? Consequential and indirect damages are difficult to predict and are therefore customarily excluded.

Notwithstanding anything to the contrary, the Consultant shall not have any liability whatsoever to the Client for any indirect, consequential, special, incidental, exemplary or punitive damages or similar damages or losses including, without limitation, for any loss of opportunity, revenue, sales or profits, regardless of whether arising from breach of contract, warranty, tort (including negligence), strict liability, statutory liability or otherwise, even if such party is advised of the possibility of such damage or loss or if such loss or damage could have been reasonably foreseen.

A44. No. the policy of the Government of Canada is not to limit liability in our contracts.



- Q45. Can DFATD confirm that the Consultant will have the right to refuse participating in a Task Authorization at its discretion? In the RFP it is indicated to be due to a result of previous commitments under the TA – but it could also be overall workload or even location of the assignment that may make an authorization difficult to complete for a given consultant.
- A45. Yes, under the right of first refusal, Consultants will be able to refuse a TA. The next ranked Consultant will then be given the opportunity to accept the TA.
- Q46. How will the proponent be defined? If an Architect will submit as the proponent on this RFP with an engineering firm providing engineering services, but these entities are wholly-owned subsidiaries of a global international corporation (although they are separate Canadian entities) can the engineering firm act as a sub-consultant with other Architectural proponents?
- A46. The proponent will be defined by the legal name identified in section C1 on the cover page of the contract
- Q47. In the price proposal D1, D2, D3 and D4 are calculated using a work breakdown by resource type. Will this breakdown % be discipline be required to be followed for individual TA assignments? Or will the proponent identify how to break down the resources based on the requirements of the individual requirements of a TA?
- A47. No, the proponent will be responsible for defining the resource requirements for each TA in consultation with the representative from DFATD.
- For the purpose of the bid, the proponent should be identifying the firm hourly rates in the A1, A2, A3 & A4 columns. We understand that actual resource usage could differ depending on the nature and scope of the actual work as new projects are requested.
- Q48. With respect to project experience sheets, in stating the date of completion, is it acceptable to include completion of design only, providing construction implementation is still on going?
- A48. Yes, it is acceptable to include completion of design only for projects that are in the implementation phase.
- Q49. Could you clarify whether it is sufficient for a team member to have Reliability Status with the intention of applying for Secret once engaged in a project, or if all team members must have Secret status prior to signing the contract for this prequalification if awarded?
- A49. All identified resources must have Secret status at bid closing.