



Date: May 8, 2024

Title: HVAC and Electrical Upgrade at the Embassy of Canada to South Africa, in Pretoria

Solicitation Number: 24-263048

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

Questions & Answers # 2

Q15. “Is it essential that an architect be the lead consultant?”

A15. No. An engineering firm can also be lead consultant.

Q16. “Re: 1.9.3 Pre-Design Submission (page 32): Is a Preliminary Bill of Quantities required, as this is not typical in the North American market. If so, is the prime consultant expected to carry a Quantity Surveyor to do this?”

A16. A Bill of Quantity is not required.

Q17. “Please confirm that our bid is not to include travel and living expenses, and that these items will be discussed and negotiated after award of the contract (as noted on page 21 item 7.3 in the RFP).”

A17. Your proposal must be an all-inclusive firm price which includes all fees including travel and living expenses. As per Section 5.2 Firm Price on page 9 of the RFP: The firm price must include, but not necessarily be limited to, all costs resulting from the performance of the Work as described in this RFP, all costs resulting from the performance of any additional Work described in the Bidder’s Proposal (unless clearly described as an option), all travel, living costs and all overhead costs including disbursements.
As this is a competitive process, there will be no negotiations after contract award. You must ensure that all terms and conditions are acceptable prior to bidding.

Q18. “For this RFP, can you please clarify if given the SOW, an engineering firm can have the role of prime consultant?”

A18. Yes.

Q19. “Is it permissible for an engineering team to lead this with architectural support?”

A19. Yes.

Q20. “Do the drawings need to be stamped by professional engineering in Ontario/Canada or does it need to be stamped by the South African authorities as well?”

A20. The drawings will need to be stamped by the professional engineering firm, not necessarily in Canada or South Africa. We do understand there may be discrepancies within codes (Canada vs. South Africa), however we are looking for the more stringent of the codes to be followed.

Q21. “Is it permissible for the second point-rated criteria to be engineering led and not architectural led provided the project was multi-disciplinary and the prime consultant?”



- A21.** Please see addendum 3 for changes to 4.2 Past Project Experience in the point-rated criteria.
- Q22.** “As clarification to Q8/A8, the firm price proposed will include the 1-year construction schedule and I believe 6 months design phase?”
- A22.** The firm price should include the full A&E services as well as some construction administration as detailed in the design brief. We want to ensure the A&E firm attends the site to review the progression of the construction to ensure it aligns with the design. Since we are based in Canada, we will not be on site regularly and want to ensure the A&E firm can travel to site to confirm everything is being done accurately in comparison with the design/construction package.
- Q23.** “Do we need to keep permanent staff on site during the construction period?”
- A23.** There is not a need to have a full-time engineer or architect on site for the entirety of the project. We do want to ensure the A&E firms go to site regularly to oversee the progression of the construction.
- Q24.** “In the RFP, there are milestones required to meet which includes visits during the construction phase. Is there is a possibility construction administration team may issue one or two full time engineers on site to do the construction administration phase?”
- A24.** There is not a need to have a full-time engineer or architect on site for the entirety of the project. We do want to ensure the A&E firms go to site regularly to oversee the progression of the construction. The A&E firm should attend site at specific milestones before the construction advances to the next step. We want to ensure each milestone is in compliance with the design that has been approved.
- Q25.** “One concern we have is the Embassy needs to be operational while the construction work is happening. There will be a lot of coordination unless there is an Embassy staff member capable of doing all coordination with the Contractor on site. Having someone full time on site is much easier to coordinate in person with Embassy staff instead of doing it remotely.”
- A25.** We wouldn’t expect the A&E firm to do the coordination with the Embassy in terms of phasing, however we are expecting the A&E firm to understand the Embassy needs to be functional, meaning the design package will need to reflect certain phasing. It is a two floor Embassy so site surveys will need to be conducted by the A&E firm so they can understand how we can isolate one floor from the other (from an electrical, mechanical standpoint).
- Q26.** “We intend to plan based on the 1-year construction schedule, but that would be fed from the contractors’ construction schedule. What if the construction goes past 1 year, would there be an option for extension?”
- A26.** Anything over what is being requested would go through an amendment or change order process. In the event that there is lead time because of construction or site conditions and the project is delayed by 2-3 months, we would definitely issue an amendment to the A&E firm to ensure they can continue to go to site regularly because of the delay. If the delay is not a cause of the A&E firm, we would not expect the A&E firm to eat up that cost.
- Q27.** “The 1-year construction period does it include the warranty period?”



- A27.** The 1-year construction schedule is the construction schedule only. We request that all work installations have a warranty period of 1 year. We ask that there be an onsite meeting coordinated once we are close to the 1-year mark so we can review any deficiencies or issues that need to be identified. There would not be regular site visits during the 1-year warranty period.
- Q28.** “Are talking about 7-8 total visits based on the project brief?”
- A28.** Throughout the construction phase, it may be more than that. In the Commissioning, there will be a lot more engagement with the Contractor on site. Throughout the construction, there are a lot more important milestones we would request the A&E firm to attend.
- Q29.** “The phasing plan, it means you will need temporary ICT infrastructure as well for the time being. In order to keep the Embassy operational. Those temporary infrastructure for feeding that particular area in order to keep the embassy operational, but would that also be a part of the design?”
- A29.** Correct, it will be apart of the design. Once the contract is awarded, it is intended to have a workshop on site with the A&E firm and GAC’s technical team. GAC has subject matter experts in IT that will propose solutions to how we can keep the Embassy operational. It will be our responsibility to do the temporary connectivity to the area that we will be keeping operational.
- Q30.** “Based on the phasing that you need in order to keep the embassy operational and then the second decommissioning would be when then you have actually the whole infrastructure to be replaced as you said right now, you’re working on CAD three, so that decommissioning phase needs to fit in within the construction schedule that the contractors’ going to provide.”
- A30.** Correct.
- Q31.** “Are there any additional standards from GAC that need to be followed in relation to the secure infrastructure that may be provided at the time of contract award?”
- A31.** The standards provided in the design brief is what we require. Anything else would need to be proposed by Bidders.
- Q32.** “As you said, basically the main work is the MEP works renovation and the architectural or let’s say construction works. Are the works which is causing by the MEP works? Are you requesting in the project that we shall we do the design for the main electrical part like generator transformer or this kind of stuff or we will be inside of the building only?”
- A32.** No, most work is inside the building, we are not looking to address the generator. The building is connected to the electrical grid. There have been some challenges with the electrical grid in South Africa, but we are not asking to address any of these issues or challenges. We are simply looking at upgrading the infrastructure inside the building or anything that may be tied in the building like the fire detection panel, which we have a repeater inside the guard house. Everything needing to be upgraded is inside the building or in the basement.
- Q33.** “Regarding the structural engineer, should that engineer have a local license or any acceptable international license is okay?”



- A33.** Any acceptable international license is okay. Structural work is quite limited. It was identified that all expertise is required as we are adding a few new walls.
- Q34.** “Regarding the sustainability report, do you need any consultant which has a LEED or BRIM certificate regarding to energy efficiency?”
- A34.** No, we are not looking for LEED certification. We are looking for sustainability but not any type of certification.
- Q35.** “It is not mentioned in your document that a quantity surveyor should be appointed but I would deem it necessary that you have a cost controller or quantity surveyor as part of the project team.”
- A35.** In terms of the expertise from the A&E firms’ team, we will leave it up to the A&E consultant to determine but we are looking for Class A construction costs estimates with the final Construction Design package.
- Q36.** “Can you provide the square footage or gross floor area?”
- A36.** Gross Area 267.3m² / Net Area 1209.6m².
- Q37.** “In regards to the supporting structural scope, are design documents available for this structure?”
- A37.** We don’t have the original structural or construction drawings. We do have some room data sheets that unfortunately we cannot share publicly at this stage due to security concerns.
- Q38.** “Local authorities approval: what kind of support is GAC providing?”
- A38.** In regards to building permits, we will be going to municipality. We want to ensure the A&E firm assists with the permitting process. There is a lot of documentation required as well as questions, so we are requesting the A&E firm is able to support us as we go for building permits.
- Q39.** “There is a distinct difference between a bill of quantities and a construction estimate. Can you change the wording in the RFP from bill of quantities to construction estimates?”
- A39.** We are looking at construction estimates at every phase of the design. Please see addendum 3 for details.
- Q40.** “Are you going to release the names of the companies who have actually been on this bidders conference this morning? Cause we'd be we would be very interested in finding out who's who else is on the submitted is potentially going to submit and who we may be able to JV with. So would that be possible for you to release the names and contact information?”
- A40.** Unfortunately, we cannot provide names and contact information who attended the bidders conference. However, there is a site visit on May 14 who you may be able to reach out to other bidders at that time.
- Q41.** “In regard to the building plans and reports, would there be any possibility to view them?”



- A41.** We cannot publicly release layouts of the Embassy due to security concerns. However, they will be provided to the winning bidder after the contract has been awarded.
- Q42.** “The site visit start at 9:30am. What would be the end time?”
- A42.** The end of the site visit will vary depending on questions or time individuals wants to spend in looking in certain areas. We expend it to take at least 2 hours.
- Q43.** “Although, I’m a Canadian Citizen and would have my passport with me, is there any other ID required for the visit?”
- A43.** No. Simple a valid ID and your company name.
- Q44.** “Since the floor plans cannot be published publicly, are we allowed to make any sketches during the site visit or take pictures of non-secure areas?”
- A44.** Absolutely. Each picture will have to be reviewed by the department representative.
- Pictures of Embassy staff are not allowed.
 - Pictures of desks or pictures showing any documents or paper is not allowed.
 - Pictures of CCTV equipment, IT equipment or Building Maintenance Equipment (BAS/BMS) are not allowed.
 - Picture in the secure zone is not allowed.
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