



Date: May 8, 2024

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

Solicitation Number: 24-263048

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

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### Questions & Answers # 3

**Q45.** “Could you kindly provide a brief overview of the embassy's key information? This includes details such as the number of buildings, their respective dimensions (square meters), number of floors, the year they were constructed, and the availability of building drawings, such as: electrical, mechanical, architectural, and structural aspects of the project. Additionally, do we have any information regarding the accuracy of these drawings?”

**A45.** The building is 2 floors Gross Area 2676.3 m<sup>2</sup> / Net Area 1209.6 m<sup>2</sup> with underground basement/parking. The Crown-owned CH was built in 1994, electrical system is original to the construction and have not been upgraded or replaced. Air Conditioning Split units has been added to the building over the years.

The electrical and low-voltage infrastructure have surpassed its life expectancy and is experiencing numerous breakdowns and failures.

There is challenges related to both the distribution of fresh air and the health and safety aspects, exacerbated by the frequent breakdowns that compromise operational reliability. Moreover, the outdated electrical and IT cabling infrastructure not only raises security concerns to secure communication but also presents a fire hazard.

Original building drawings (scanned PDF's) will be made available to the winning bidder. We do not have information regarding the accuracy of the drawings.

**Q46.** “Regarding the travel schedule, while it has been shared, there are some concerns regarding the frequency of site visits required, particularly in sections 1.10.3 (construction contract administration) and 1.10.10 (Field Services). Many of the activities outlined necessitate daily or more frequent site control. Given this, we believe establishing a permanent site team would be more effective in ensuring daily oversight of installations during construction. This team would be responsible for monitoring electrical, mechanical, and construction aspects. We would appreciate your advice on this matter, including discussions on the configuration of such a team.

#### 1.8.2 Travel

- It is anticipated that the Architectural & Engineering Consultant team will travel for the following milestones. At a minimum, the architect, mechanical and electrical engineers should be on these trips.
  - a) Within 45 days after contract award to perform a site survey (confirm site conditions and measurements).
  - b) At construction kick off meeting.
  - c) At 25% construction for progress review.
  - d) At 50% construction for progress review.
  - e) At 100 % construction for substantial completion review.
  - f) Attend Construction commissioning activities.

#### 1.10.3 Construction Contract Administration

The Consultant shall:

- provide construction contract administration services, including cost control, quality control, scheduling, processing change orders, monitoring the schedule and advising the



Departmental Representative of any variances, and liaising with authorities having jurisdiction over the Project site; and

- accompany the Departmental Representative during site visits through the duration of the Project.

#### Construction Schedule

The Consultant shall:

- monitor and report to the Departmental Representative the progress of the construction, relative to the Construction Schedule;
- notify the Departmental Representative of any delays which may affect the completion date of the Project, and keep accurate records of the causes of delays; and

#### 1.10.4 Construction Meetings

The Consultant shall:

- maintain a record of the proceedings of such meetings and provide the Representative with a copy thereof; and
- notify the Departmental Representative of any urgent issue raised at such meetings requiring his\her attention.

#### 1.10.10 Field Services

The Consultant shall:

- make regular visits to the site, to review the Construction Contractor's Work in progress and to determine, on an adequate sampling basis, whether the Work is in general conformity with the Construction\Tender Documents;
- maintain and keep available for examination by the Departmental Representative an up-to-date record showing the number of persons and items of equipment employed from time to time on the Project by the Contractor and provide information necessary to assess the progress, determine the cause of any delays and verify any claims;
- record deficiencies and progress observed during each site visit;
- provide the Construction Contractor and the Departmental Representative with written reports of the deficiencies noted and recommend the actions to be taken to rectify them.
- include Health & Safety requirements in the general instructions section of the specification and provide Health & Safety inspections of the jobsite to ensure the Contractor is adhering to their submitted and approved Health & Safety Plan.
- act promptly to resolve questions arising from site conditions."

**A46.** Please refer to addendum 03 item 4. A minimum of 8 site visits should be planned for the project.

**Q47.** "As we plan for the site visit scheduled on the 14th, we anticipate attending as one person representative of the team. However, considering the technical nature of the project, it's essential to involve all relevant stakeholders. Could you please advise if there's a possibility to take photos of the site conditions during the visit? Alternatively, do you have any recommended methods for documenting the site?"

**A47.** Please refer to Q&A44.

**Q48.** "In the section on Pre-construction services, it's mentioned that all as-built drawings must be submitted at the end of the project, bearing the seal of the appropriate professional. Could you clarify if this entails the installation company preparing and submitting the drawings for review by the consultant, or if the consultant will be responsible for producing the as-built drawings?"

**A48.** The contractor will be responsible for the provision of marked-up drawings. Consultant will be responsible to finalize for record drawings.



- Q49.** “Based on discussions from the bidders’ meeting, it’s our understanding that a South African license is not mandatory requirement for the structural engineer. Could you confirm this?”
- A49.** A valid Architectural & engineering licences are not required to be from the host country. All professionals working on the development of the design package will require to have an understanding of the local codes and regulations.
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