



Date: August 7, 2023

Title: Project Management Support Services for the Canada Pavilion at the World Expo 2025 in Osaka, Japan

Solicitation Number: 24-245733

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

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### Questions & Answers # 2

- Q6.** “Where will the project leads be based Ottawa or Osaka?”
- A6.** The project leads will be based in Ottawa, Canada.
- Q7.** “The role of the AE scope is project management as opposed to architectural or engineering based. Please confirm you are not looking for licensed A&E sub-consultants as a mandate of the proposal rather a company who can fulfil the scope?”
- A7.** The role of the A&E scope is project management (on-site). There is no intent to seek a licenced A&E sub-consultant.
- Q8.** “Is there any requirement for any Ottawa based resources to support the project leads in Canada or is the expectation for only Osaka based resource?”
- A8.** There is no requirement for an Ottawa based resource.
- Q9.** “It was mentioned that there is a minimum requirement for attendance on site for 1 day per week only. Is this request subjective or a mandated number of days I.e. can we propose an increase to this?”
- A9.** Additional working days on site during construction may be authorized by Canada during on an as-and-when- needed basis.
- Q10.** “Is the proposal looking for dedicated full time staff for each of the expected roles, or are there any restrictions on staff (whom maybe working on a part time basis on this project) working on other Expo Pavilions?”
- A10.** Canada is not seeking dedicated, full-time staff for the resources engaged in this contract.
- Q11.** “Can you confirm the appointed design and build contractor location I.e. are they based in Japan or overseas and do they have any bilingual capability within there team?”
- A11.** The design-build contractor has an international presence, which includes an office in Japan with staff fluent in Japanese.
- Q12.** “Do you have a structured cadence of meetings that the successful bidder will be required to attend I.e. number per week, face to face or on teams etc?”



- A12.** As defined in the Statement of Work (Section 6 DELIVERABLES, A&E Services, item 7), it is anticipated that there will be weekly construction meetings in addition to site visits to the Expo site.
- Q13.** “The role of the quantity surveyor is to monitor 1 contractor price or are the multiple packages / contractors that require encapsulating within this service?”
- A13.** It is anticipated that the Quantity Surveyor will only need to monitor the cost performance associated with the design-build contractor.
- Q14.** “Are you able to share the design intent that the design and build contractor is working off?”
- A14.** This will be shared with the successful bidder on contract award.
- Q15.** “Can you share your construction budget?”
- A15.** This will be shared with the successful bidder on contract award.
- Q16.** “Please confirm the architect of record (a role mandated by the association) is part of the design and build contractor’s responsibilities and not part of the PM role?”
- A16.** The architect of record forms part of the design-build contractor’s scope of work.
- Q17.** “Subject to contract legal entities, can you confirm if you have any intention to apply any withholding taxes to this contract that may need to be considered as part of our pricing submission?”
- A17.** Canada does not intend to apply any withholding taxes to this contract. Canada will support VAT exemption or refund for work completed under this contract. Proponents should ensure that their financial bid captures all fees, including taxes, as legally required in Japan.
- Q18.** “Part of the Expo associations requirements is to produce a BIM model of the final design of your pavilion. Can you confirm this scope forms part of the design and build contractor’s deliverables and is there any requirement by the Canadian government to develop a model beyond the Expos requirements i.e. beyond 3 dimensions?”
- A18.** All BIM modelling is within the scope of the design-build contractor.
- Q19.** “Beyond the mandated requirement for a BIM deliverable, does the Canadian government have any requirements to deliver this this project using other digital tools, systems or software i.e. schedules in Primavera P6, Aconex, BIM360 etc.?”
- A19.** There are no additional Government of Canada digital or software requirements applicable to this contract.
- Q20.** “Is our understanding correct in thinking that the 'Financial Bid' is in reference to 'Tender Form'?”
- A20.** Bidders will present their Financial Bid on the Tender Form.



- Q21.** “The front page of the RFP document states that 'The information required in section 5.0 must appear on the Tender Form (Part 3) only. Section 5.0 has a statement regarding taxes & duties, 'Bidders are to provide full details concerning the applicability, amount and administration of the payment of all taxes...'. We are unable to identify the correct place to provide these details within the tender form. Would it therefore be acceptable for us to provide this as part of a commercial summary in the technical bid?”
- A21.** Should a bidder choose to describe additional taxes that may apply to their bid, this information may be presented in their response to section “4.1 – Understanding of the Project” of the point-rated criteria.
- Q22.** “We understand that the purpose of the table in the tender form is to assess and compare the full price proposal and the estimated hours form part of your assessment. Are the supporting roles ('other resources') listed below the main table also fixed or would you be happy for us to edit?”
- A22.** Please do not edit the list of other supporting roles.
- Q23.** “We have made some suggestions for contract changes for your review.”
- A23.** Please see Addendum #1 for contract changes regarding insurance. No other changes will be made.