



GOVERNMENT OF BERMUDA
Ministry of Public Works

Architects Section

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Request For Proposal ADDENDUM No. 1

DATE:	March 21, 2018	METHOD OF DELIVERY:	EMAIL
PROJECT NAME & NO.:	Sessions House 34.11.77		
RE:	RFP Documents		
TO:	All Proponents		

The following information supplements and/or supersedes the RFP documents dated March 7, 2018.

This RFP Addendum forms part of the contract documents and is to be read, interpreted and coordinated with all other parts. The cost of all work contained herein is to be included in the contract sum. The following revisions supersede the information contained in the original documentation issued for the above named project to the extent referenced and shall become part thereof. Acknowledge receipt of this RFP Addendum by inserting its number and date on the RFP Form. Failure to do so may subject the Proponent to disqualification.

No. : DESCRIPTION:

Queries listed below have been consolidated from Proponents email correspondence:

Q1 - Will the successful bidder be responsible for the design and CDs for the proposed new HVAC building?
[Response to Q1 – Yes.](#)

Q2 - Will the successful bidder be responsible for the CDs for the proposed new parking layouts?
[Response to Q2 – Not part of this Contract.](#)

Q3 - Will the work be phased? How many phases do you anticipate?
[Response to Q3 – Yes, Proponent to determine contract phases and to submit per RFP \(Refer to RFP page 27\)](#)

Q4 - Will all of the existing tenants remain in the building while work is being done or is there swing space elsewhere?
[Response to Q4 – The Proponent is to provide a cost and time frame for the following two scenarios.](#)

- [1. Occupants remain in situ and work is completed around the court and parliamentary schedules.](#)
- [2. Occupants will be required to reschedule court and parliamentary sittings away from the House of Assembly for the duration of the works.](#)

Q5 - What is the budget for the project?
[Response to Q5 – Proponent is responsible for providing the cost for the design and construction.](#)

Q6 - What is the time line for the project? Do you anticipate that the work will be completed in this fiscal year?
[Response to Q6 – Refer to page 4; 1.3 of the RFP.](#)

Q7 - Will you be providing CAD drawing of the existing MEP?
[Response to Q7 – No, refer to Appendix D on page 23.](#)



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Q8 - How many departments/clients will we be designing for?

Response to Q8 – The Proponent will be designing for 2 Departments; Judicial and Legislature.

Q9 - Can you confirm if the replacement of the existing windows is in the scope?

Response to Q9 – No, the installation will be by others.

Q10 - Is it correct to assume that all the work associated with the leaks will be outside the scope?

Response to Q10 – Yes, all remedial works associated with the leaks shall be verified on site within the construction duration.

Q11 - Will all the remedial work associated with the leaks be outside the scope?

Response to Q11 – Yes, all remedial works associated with the leaks shall be verified on site within the construction duration. This work shall be agreed and performed as additional to the Contract.

Q12 - Can we assume that the work will be put out to tender as one complete package and that it will go to qualified interior general contractors?

Response to Q12 – Yes, the construction documents will be tendered as one complete package with a successful General Contractor being awarded the contract

Q13 - Advise the level of standard and expectations for finish. For example: (i) Historic preservation, (ii) International standard commensurate with seat of Government, (iii) Functional satisfaction of reasonable requirements, (iv) Budget patch Up.

Response to Q13 – Refer to page 3 of RFP; Objective.

Q14 - Is this project approved to go ahead?

Response to Q14 – Yes.

Q15 - What is the probable risk that this project will proceed? For example: 0 = Will proceed definitely
10 = No guarantees whatsoever.

Response to Q15 – This project will proceed.

Q16 - Is this project funded?

Response to Q16 – Yes.

Q17 - If so (4) what is the budget for the project?

Response to Q17 – Undisclosed

Q18 - What is the preferred start date on site for construction activities?

Response to Q18 – Upon receipt of Cabinet approval for the awarding of the Builders Contract, the General Contractor shall commence on site within 1 week.

Q19 - What is the preferred completion date for construction activities?

Response to Q19 – The completion date of the construction activities will be established by the General Contractor's construction schedule.



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Q20 - Advise any preferred phasing.

Response to Q20 – Refer to Q3.

Q21 - Advise any particular constraints on work sequencing on site.

Response to Q21 – The sitting of the House of Assembly and Magistrates Courts being in session will constrain the work sequence on site.

Q22 - Advise any areas of the building not to receive work.

Response to Q22 – All areas will be affected.

Q23 - Confirm no work is required on the exterior of the building or grounds.

Response to Q23 – No works required unless it's associated with the interior builders renovation works

Q24 - Advise the stakeholders referred to in the RFP.

Response to Q24 – Owner (Bermuda Government), Building Owner (Ministry of Public Works, Public Lands and Buildings), Client Departments, Architects Section, Interior Design Firm, General Contractor

Q25 - The contract is for one year only with a renewal. It is predictable that this project shall take longer than one year from commencement of design works. How should fees and scope be presented relative to the overlap of the initial first year.

Response to Q25 – The contract is for 1 year for Interior Design and Project Management Services inclusive of the construction duration. The overlapping of the initial first years fees and scope shall be based on the Proponents Project Schedule and unit price/costs presented to the Government.

Q26 - Will expedited approval be given to all 'Authority Having Jurisdiction' approvals including but not limited to: Planning, Building Control and Bermuda Fire Services.

Response to Q26 – No.

Q27 - The contract referred to is a boiler plate contract which will require amendment to suit the project as per standard practice. Appendix A does not take this into consideration when requesting blanket acceptance. Please clarify.

Response to Q27 – While reference is made to the AIA Document B152-2007 we expect minimum modifications to suit this project.

Q28 - Confirm the GoB will keep proposals confidential and will not share them with other bidders as a part of this RFP process or any subsequent alternative and related process.

Response to Q28 – Yes, all proposals are treated within the strict confidence.

Q29 - Provide a copy of or a link to the "Governments Procurement Protest procedures" indicated in section 3.3.3.

Response to Q29 – Refer to the attached "Contractor Appeal Process"

Q30 - Advise if the GoB will declare the business which have registered and been approved to respond to this RFP.

Response to Q30 – No.



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Q31 - Confirm that this office has been approved under section 3.4.8 of the RFP.

Response to Q31 – Yes

Q32 - Proprietary information regarding this office's profile will be submitted as a part of Appendix D and has been used before and will be used again for other RFP's. This is at variance with a strict interpretation of 3.5.1 (b). Advise that this is acceptable.

Response to Q32 – It's acceptable for the Proponent to use the information again.

Q33 - Advise who the Project Manager shall be for the duration of the project.

Response to Q33 – Mr. Stephen Squire

Q34 - Aside from the Project Manager advise whom or what entity is the ultimate sign off for this work and whether a presentation is made direct to that entity.

Response to Q34 – Public Lands and Buildings

Q35 - Clarify interface with GoB and advise any and all GoB parameters and restrictions and processes on engaging contractors

Response to Q35 – Refer to Section 8 of The Government of Bermuda's Financial Instructions; the Proponent is responsible for obtaining 3 competitive bids; no sole sourcing arrangement without sufficient justification.

Q36 - Clarify interface with GoB and advise any and all GoB parameters and restrictions and processes on engaging sub-consultants

Response to Q36 – Refer to Section 8 of The Government of Bermuda's Financial Instructions; the Proponent is responsible for obtaining 3 competitive bids; no sole sourcing arrangement without sufficient justification.

Q37 - Provide a list what CAD drawings of the existing conditions will be provided.

Response to Q37 – Base Floor Plans only as per the RFP; accuracy of drawings to be confirmed on site and revised accordingly

Q38 - Confirm version of all CAD drawings.

Response to Q38 – AutoCAD Architecture 2018

Q39 - Make available electronically at the earliest opportunity all CAD drawings for the building including conceptual Architecture and Interior Design work and Engineering conducted for this project and over the last 5 years or other reasonable period to capture relevant activities.

Response to Q39 – Refer to Q37

Q40 - Identify scope in phase 1 and 2 of electrical work.

Response to Q40 – The Proponent is responsible for carrying out an existing condition survey for the mechanical, electrical, and plumbing services.

Q41 - Identify why electrical phase 2 was not completed and whether it is to be included in this scope.

Response to Q41 – The Proponent is responsible for carrying out an existing condition survey for the mechanical, electrical, and plumbing services.



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Q42 - Identify any mechanical work associated with this project.

Response to Q42 – The Proponent is responsible for providing a new design for an HVAC system for the building and to carry out an existing condition survey.

Q43 - Provide a list of all contractors who are undertaking or have recently undertaken work on this project.

Response to Q43 – N/A

Q44 - Provide a list of all engineers who are undertaking or have recently undertaken work on this project.

Response to Q44 – N/A

Q45 - Provide a list of all other consultants who are undertaking or have recently undertaken work on this project.

Response to Q45 – N/A

Q46 - GoB and advise any and all GoB parameters and restrictions and processes on procuring products

Response to Q46 – Refer to Section 8 of The Government of Bermuda’s Financial Instructions; the Proponent is responsible for obtaining 3 competitive bids; no sole sourcing arrangement without sufficient justification.

Q47 - Is section ‘Appendix ‘D’, Design Development, Section (8) “Confirm presence ...pathogens” , removable from this RFP and independently assignable to a registered qualified Contractor/Consultant retained directly by the GoB?

Response to Q47 – No, Government has not retained outside services for this project.

Q48 - Appendix ‘D’, Design Development indicates ‘Source and coordinate with Professional Engineering Services’ and Construction Documents includes engineering documents, “2 =electrical, 7 = HVAC, 8 = Fire Alarm systems, 11 = Security and Access Control, “ and Appendix C 3. Implies Engineering services are not part of the proposal. Clarify.

Response to Q48 – Proponent is responsible for all Engineering services.

Q49 - Confirm consultant will manage bid process with their procedures.

Response to Q49 – Refer to Section 8 of The Government of Bermuda’s Financial Instructions

Q50 - Advise if there are any guidelines or constraints on invitation of contractors to do the work or supply services.

Response to Q50 – All Bidders will be vetted for Government Financial Checks.

Q51 - Confirm contractors may provide punch lists for review by consultants and GoB.

Response to Q51 – The Proponent will be responsible for carrying out the punch list which will be submitted to the Government Project Manager.

Q52 - Advise any preferences on frequency of meetings during construction.

Response to Q52 – Based on project schedule prepared by Proponent

Q53 - Confirm contractor may prepare minutes of Construction Meetings.

Response to Q53 – Yes.



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Q54 - Confirm under Appendix D - Construction Contract Administration section (13) that Consultant will not 'supervise' but will 'inspect' as the former is the contractor's responsibility.

[Response to Q54 – Yes.](#)

End of RFP Addendum 1