Annex A – Preliminary Assessment

Vendor must complete this Annex A, submit all information required along with their Company Profile and Certificate of Incorporation)

Request for Expression of Interest (REOI)
For the provision of Design Consultancy Services for the Rennovation and Expansion of the Conference Facilities Project at the United Nations Office at Nairobi

Name of Firm:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
REOI Number:	Click or tap here to enter text.		

Preliminary Assessment: A Vendor's response to Items a) to d) in the table below will be used to assess and determine whether the Vendor has the minimum qualification necessary to be invited in the upcoming tender (Request for Proposal or RFP) for the current requirement. Accordingly, a Vendor will be deemed suitable for invitation to the RFP, if a Vendor's responses to Items a) to d) "Yes" and that the Vendor has provided documents acceptable to UN that substantiate its response for each Items a) to d) including Company's profile and Certificate of Incorporation.

A Vendor will be determined unsuitable thus shall not be invited to the RFP if (i) the Vendor responds "No" to Items a) and b) or ii) if the Vendor fails to submit supporting documents acceptable to UN in response to any of the Item a) to d) or ii) if the vendor responds "No" to Items c) and d) but fails to provide explanation acceptable to UN and supporting its "No" response.

Please note, a "no" answer to items (e) to (j), does not automatically render the company ineligible to participate.

Item	Description		
		Yes	No
a)	Does your firm have a minimum of five (5) years international experience in architectural and engineering design services for major construction projects of minimum USD$50 million in value.	☐	☐
b)	Does your firm have experience as primary 'lead role' as Design Consultant in the past 5 years for projects valued at USD$20 million and above.	☐	☐
c)	**Reputation:** I/We have a blemish free background – free of suspension, censure, or any other disciplinary action by any professional, state, or national / statutory or regulatory entity. **If no – please provide details explaining the circumstance for answering "no".**	☐	☐
d)	**Bankruptcy:** I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future. **If no – please provide details explaining the circumstance for answering "no".**	☐	☐

e)	Does your firm have a Gender Policy?	☐	☐
f)	Does your firm have a Disability Inclusive Policy?	☐	☐
g)	Does your firm have an Environmental Management Policy?	☐	☐
h)	Does your firm have any Quality Assurance/Management certifications, e.g., ISO or equivalent?	☐	☐
i)	Does your firm have a Business Continuity and Disaster Recovery Plan?	☐	☐
j)	Does your company have a Health and Safety policy in place?	☐	☐

Submitted by:

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Gelen Tarih Sayı: 30.12.2022 - 3225

Briefing for the UNEP CPR Subcommittee on Ongoing Construction Projects at UNON

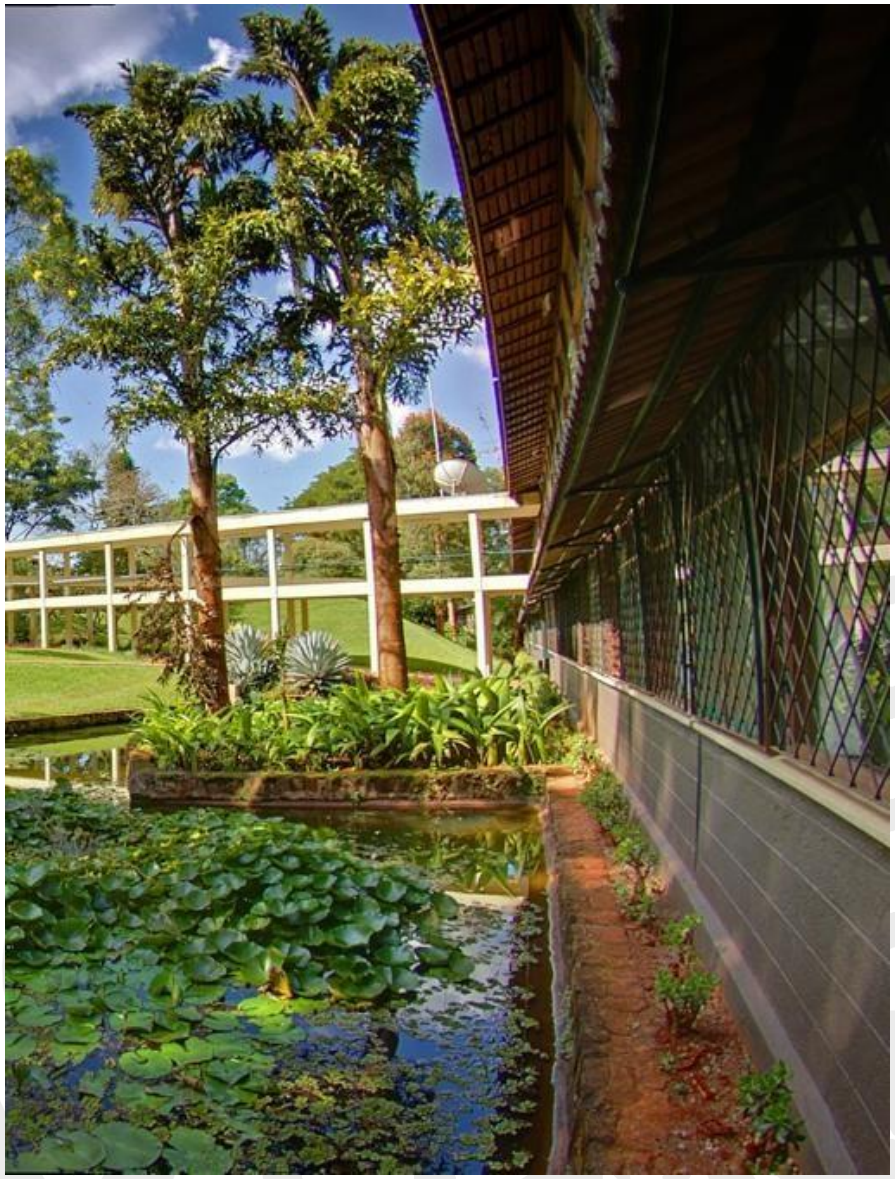
UNITED NATIONS
OFFICE NAIROBI

UNON\Division of Administration
13 December 2022

Gelen Tarih Sayı: 30.12.2022 - 3225

Replacement of Blocks A-J – Presentation Outline

1. Historical Overview
2. Project Objectives
3. Masterplan for next 20-years
4. Progress on Components
   a. Annex (Logistics Building)
   b. Renovation of Publishing Building
   c. Flexible Workspace Pilot
   d. New Build
5. Schedule



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Historical Overview of UNON Construction

Historical Overview

RED: Old Office Blocks A-J (1975)

ORANGE: Conference Centre and Office Blocks M-X (1985)

YELLOW: Office Blocks V-X (1992)

BROWN: New Office Facility (2010)

Project Objectives

The key objectives of the project are focused on addressing the urgent challenges related to health, safety and code compliance associated with existing UNON office blocks A-J.

The scope of works for the project comprises three main components:

1. **Early works** to repurpose the publishing services building and construction of a new annex (logistics) building, to accommodate all the UNON operational functions.

2. **Flexible workplace strategies (FWS)** across all offices on the UNON Gigiri complex to improve on current space utilisation.

3. **New building component**, to replace the old office blocks A-J, and accommodating future space requirements for current UN Gigiri based entities, also addressing the current shortfalls of the existing blocks, namely in terms of universal accessibility, energy efficiency, structural safety, and providing modern and flexible spaces suitable for the implementation of flexible workplace strategies.

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Progress made on replacement of Blocks A-J

1. **Annex (Logistics Building) -** Construction started in April 2021 and was completed in August 2022.

2. **Renovation of Publishing Services Building -** Construction contract awarded August 2021. First phase complete, second phase scheduled to be complete by December 2022. Refurbished building will provide central location for Security team and Security Control Centre, new IT Primary Data Centre and resized Department of Publishing.

3. **Flexible Workspace –** Completion of the refurbishment of the full pilot Block V to flexible workspace completed September 2021. Construction of follow up refurbishment works in Blocks P & Q due for completion by Q4 2022.

4. **New Build Component –** Architectural contract awarded by September 2021. Design to be complete November 2022, tender phases to be concluded February 2023, construction to start by 2023 and scheduled to be completed end 2024.

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Early Works – Annex Building

KaribUNi
a new way of working
kazi

Flexible Workplace Design Strategy

KaribUNi
a new way of working
kazi

New Build - Design

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New Build - Design

KaribUNi
a new way of working
kazi

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Conference Facilities Capital Project -- Presentation Outline

- Existing Conditions
- Business Requirements
- Architectural Precedent Studies
- Design – Site Plans and Aerial Perspectives
- Schedule
- Cost
- Project Governance
- Recommended Actions of the GA at its 77th Main Session

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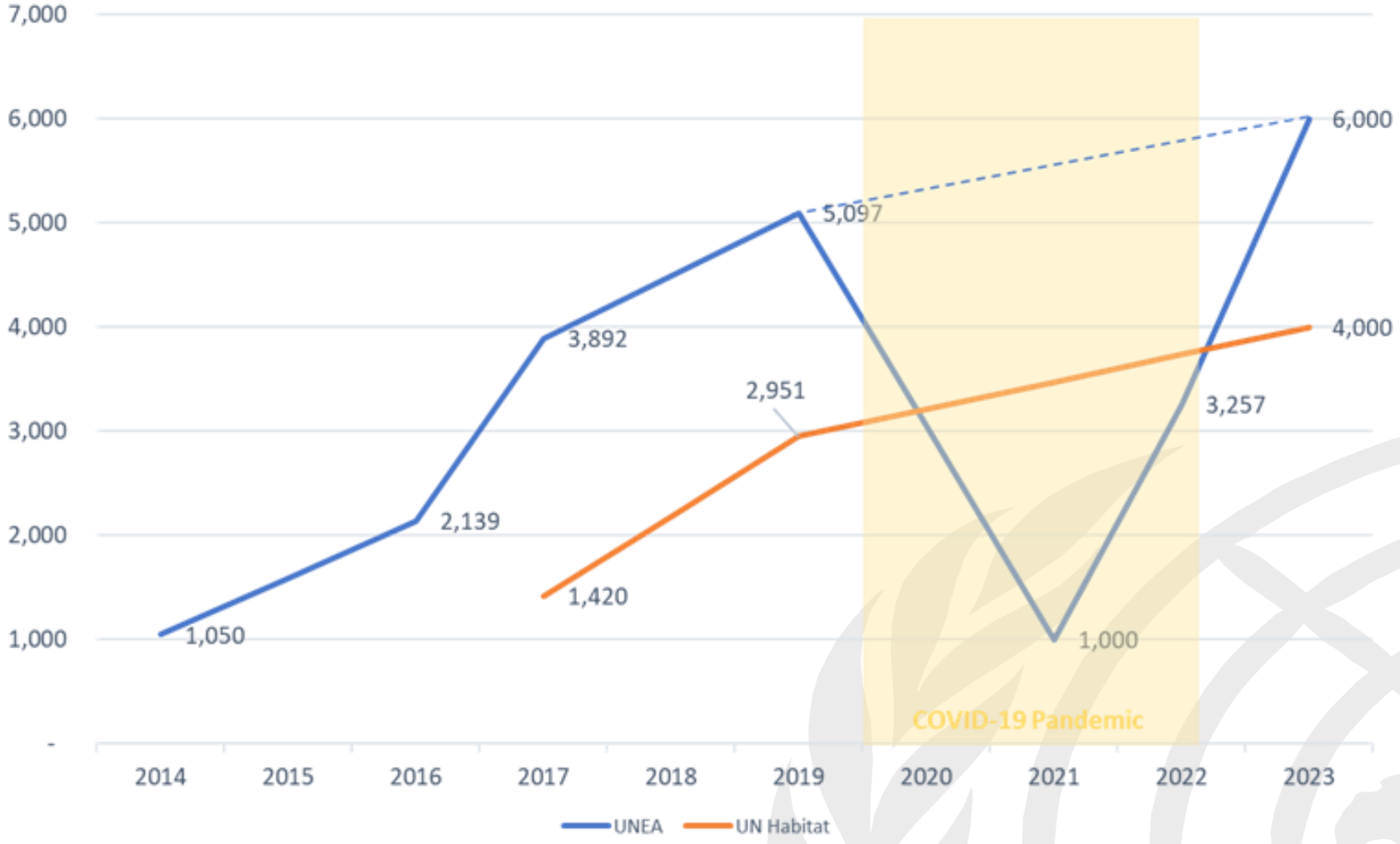
Existing Conditions

Business Requirements

In-person participant trends at recent UNEA and UN-Habitat meetings



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Business Requirements

Proposed capacity of conference rooms at United Nations Office at Nairobi						
		At Desk (w/ microphone)	Other (Support, Gallery)	TOTAL	Alt. Config. (Classroom Seating)	Increase compared to Exsiting (%)
Refined Option A						
		2,325	2,243	4,568	7,026	310%
Refined Option B						
		200	1,800	2,000	2,000	
Refined Conferencing Capacity at UNON (A+B)		2,525	4,043	6,568	9,026	398%

Existing capacity: 2,270

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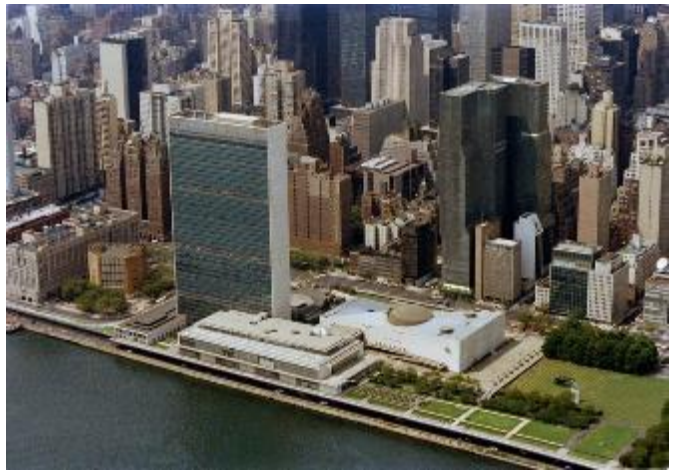
United Nations

Architectural Heritage and Historic Global Context (Exteriors)



UN Headquarters, New York

WHO Headquarters, Geneva

ILO Headquarters, Geneva

Africa Hall, Addis Ababa

Building E, Geneva

ECLAC Headquarters, Santiago

UNESCO Headquarters, Paris

Site Plan – Option A (7,000 Participants)

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Site Plan – Option B (9,000 Participants)

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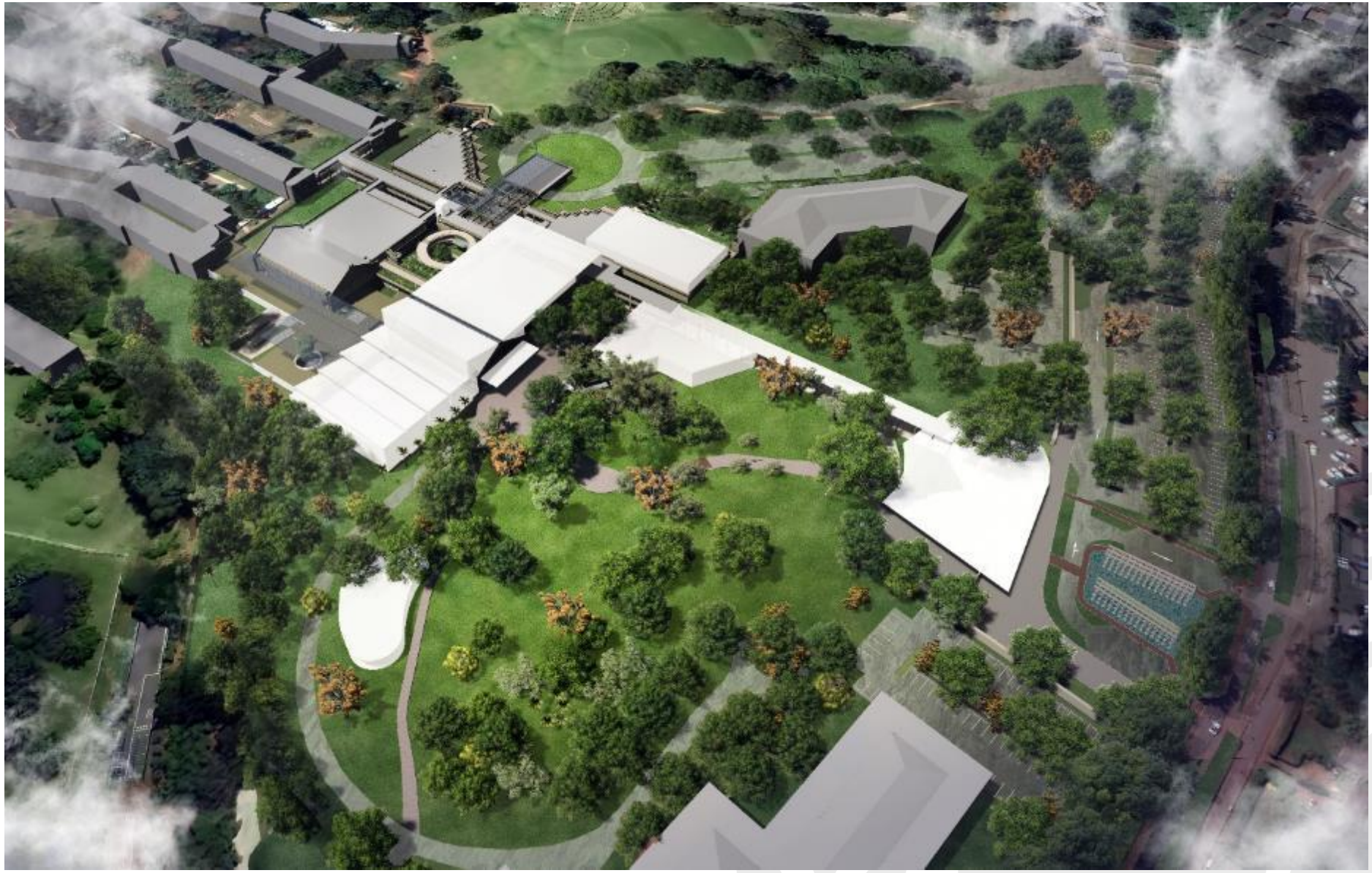
Aerial Perspective – Option A



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Aerial Perspective – Option B

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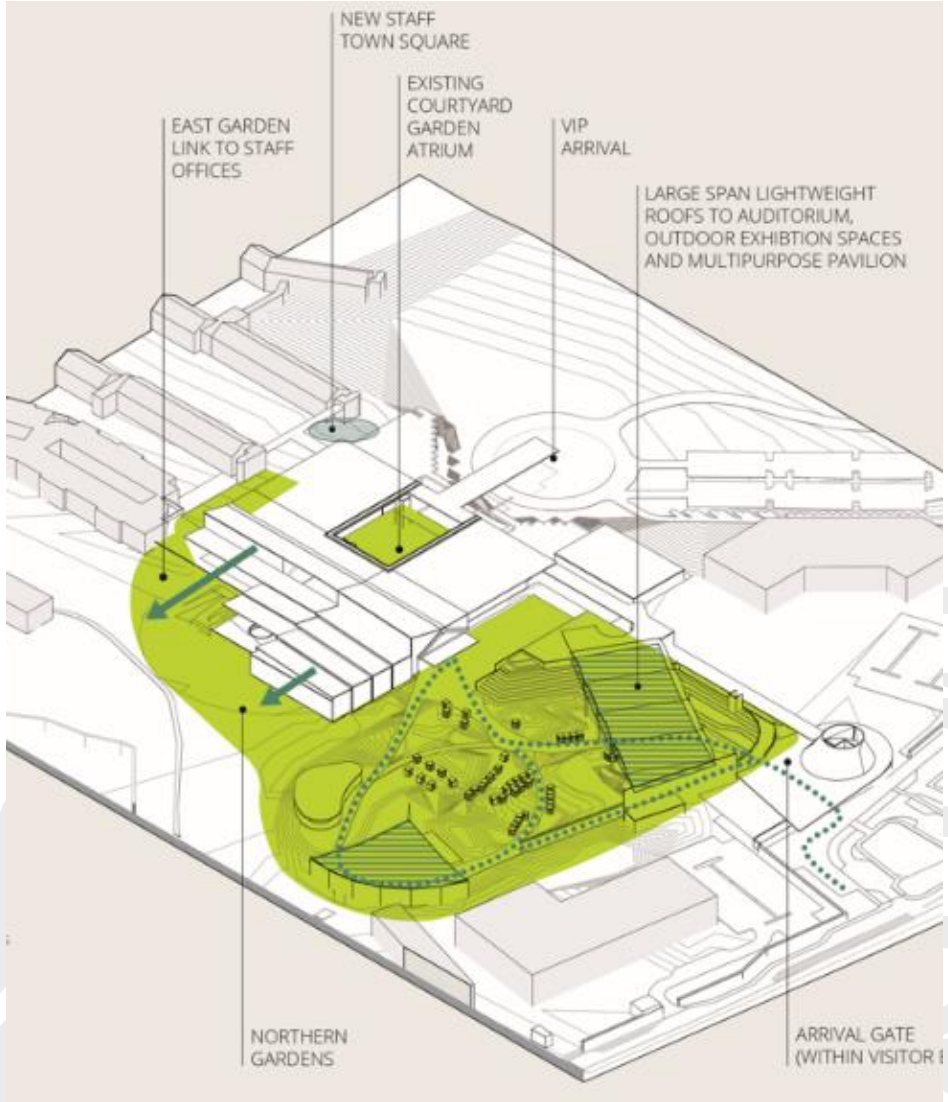
Sustainability Initiatives

- Target net zero energy consumption
- Achieve highest possible green building rating (e.g. LEED, BREEAM, CASPEE, Green Star)
- Maximize natural/passive air ventilation
- Vastly improve indoor air quality
- Increase access to views and natural light
- Minimize energy consumption through building management controls, and low energy lighting and systems
- Design emphasis on connection to natural environment
- Rainwater and graywater harvesting; reduction of freshwater consumption through low-flow fixtures
- Use of local materials and construction methods



Schedule

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Phase / Year	***Start***	***End***	*2021*	*2022*	*2023*	*2024*	*2025*	*2026*	*2027*	*2028*	*2029*	*2030*
Planning and Design Phase	***01-Jun-21***	***31-Jan-26***										
Planning	01-Jun-21	30-Jun-23										
Procurement -- Design	01-Sep-22	30-Jun-23										
Design and Documentation	01-Jul-23	30-Mar-25										
Procurement -- Early Works	01-Jul-24	31-Mar-25										
Procurement -- New Building	01-Apr-25	31-Jan-26										
Construction Phase	***01-May-25***	***30-Sep-29***										
Phase 1 -- Early Works	01-May-25	31-Jan-26										
Phase 1 -- New Building	01-Feb-26	30-Apr-27										
Decant to New Buildings	01-May-27	30-Jun-27										
Phase 2 -- Renovation of Existing Buildings	01-Jul-27	31-Mar-29										
Phase 3 - Linkages (old and new)	01-Apr-29	30-Sep-29										
Closeout Phase	***01-Oct-29***	***30-Sep-30***										
Closeout	01-Oct-29	30-Sep-30										

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Estimated Cost – Option A

Option A	A/77/367
Section 33, Construction, alteration, improvement and major maintenance	
1. Construction costs - Building	131,376.3
2. Professional services	19,967.5
3. Escalation	35,398.4
4. Contingency	19,134.8
Subtotal section 33	205,877.0
Section 29G, United Nations Office at Nairobi	
5. Project management	
Subtotal section 29G	21,988.2
Section 34, Safety and security	
6. Security requirements (security guards)	
Subtotal section 34	689.7
TOTAL	228,554.9

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Estimated Cost – Option B

Option B	A/77/367
Section 33, Construction, alteration, improvement and major maintenance	
1. Construction costs - Building	151,050.1
2. Professional services	23,872.1
3. Escalation	41,921.3
4. Contingency	22,148.1
Subtotal section 33	238,991.6
Section 29G, United Nations Office at Nairobi	
5. Project management	
Subtotal section 29G	25,977.0
Section 34, Safety and security	
6. Security requirements (security guards)	
Subtotal section 34	689.7
TOTAL	265,658.3

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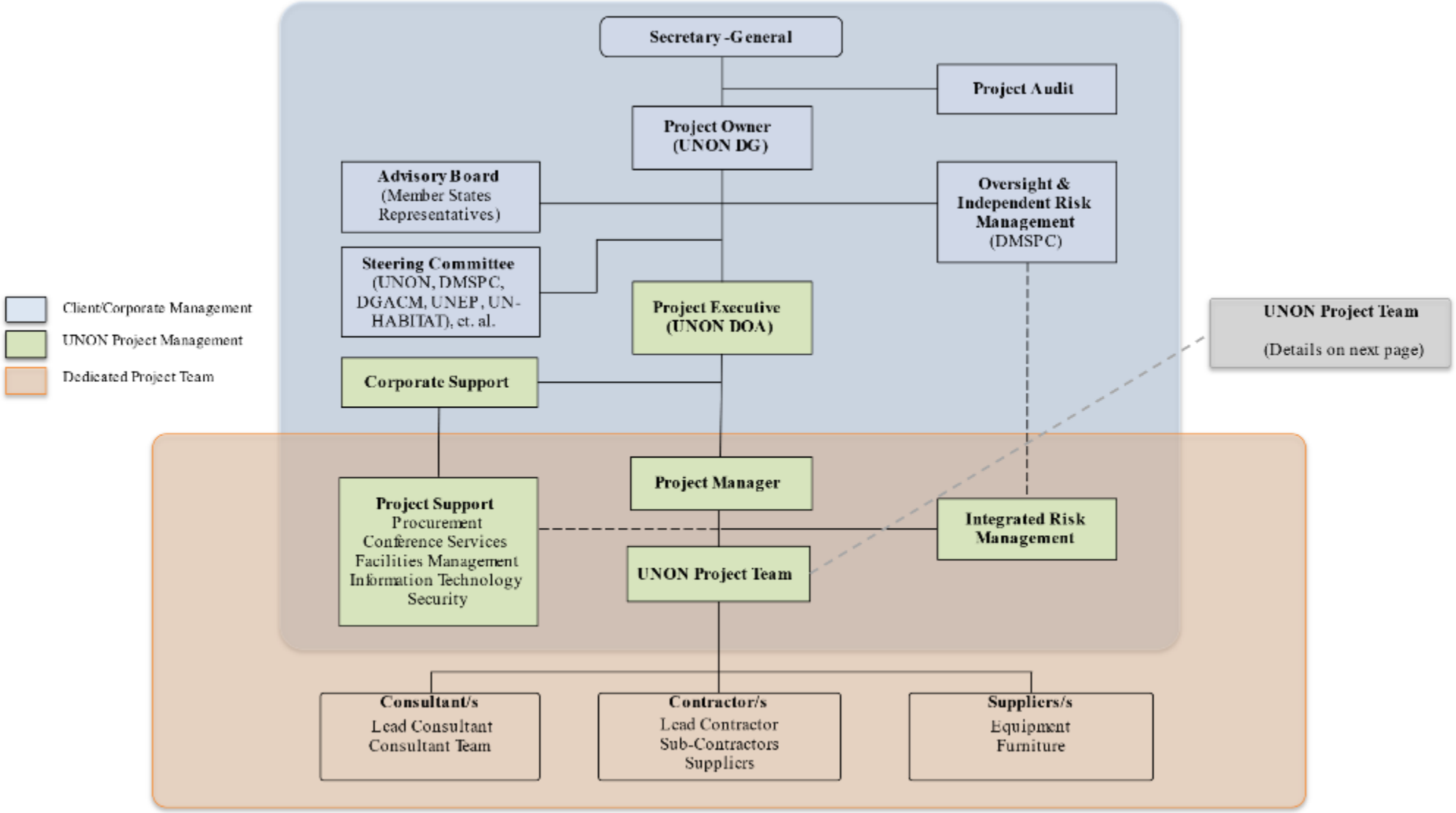
Governance – Corporate



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