

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**
Pacific Region
401 - 1230 Government Street
Victoria, B.C.
V8W 3X4
Bid Fax: (250) 363-3344

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Title - Sujet JANITORIAL BEAVER CREEK	
Solicitation No. - N° de l'invitation EZ899-121691/A	Date 2013-01-15
Client Reference No. - N° de référence du client EZ899-121691	
GETS Reference No. - N° de référence de SEAG PW-\$VIC-240-6149	
File No. - N° de dossier VIC-2-35103 (240)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-02-14	Time Zone Fuseau horaire Pacific Standard Time PST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Hogg(VIC), Mike	Buyer Id - Id de l'acheteur vic240
Telephone No. - N° de téléphone (250) 363-3916 ()	FAX No. - N° de FAX (250) 363-3344
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CANADIAN BORDER SERVICES AGENCY Beaver Creek Border Crossing Beaver Creek Yukon Y0B Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services Canada - Pacific
Region
401 - 1230 Government Street
Victoria, B. C.
V8W 3X4

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

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PART 1 - GENERAL INFORMATION

1. Introduction

The bid solicitation and resulting contract document is divided into seven (7) parts plus appendices as follows:

Part 1 General Information: provides a general description of the requirement;

Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation and states that the Bidder agrees to be bound by the clauses and conditions contained in all parts of the bid solicitation;

Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;

Part 4 Basis of Selection: indicates mandatory requirement, and the basis of selection;

Part 5 Certifications: includes the certifications to be provided;

Part 6 Security Requirement: includes specific requirement that must be addressed by bidders; and

Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

List of Annexes:

Annex "A"	Specification
Annex "B"	Quality Standards
Annex "C"	Basis of Payment

2. Summary

2.1 Requirement

To provide Janitorial Services including all labour, material and equipment for Border Services, located at Beaver Creek, Yukon, Canada. The services must be provided in accordance with Specification attached as Annex "A".

2.2 Period of Contract

The period of any resulting Contract shall be for a period of two (2) years , with (3) three one year options

2.3 Security Requirement

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:
PWGSC FILE # EZ899-121691

1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Or-organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
 - (b) Industrial Security Manual (Latest Edition).

2.4 Trade Agreement

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions (<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>) Manual issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003, (2012-11-19) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days

Insert: ninety (90) days

2. Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation. Telegraphic, facsimile and e-mailed bids will not be accepted. Bids received after the closing time and date will not be considered. Incomplete bids will be rejected.

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **five (5)** calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a "proprietary" nature must be clearly marked "proprietary" at each relevant item. Items identified as proprietary will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

4. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province or territory where the work is performed.

5. Mandatory Site Visit

It is MANDATORY that the bidder attend the site visit at the designated date and time to examine the scope of the work required and the existing conditions. **A maximum of two (2) representatives per bidder will be permitted to examine the sites.**

The site visit will be held on **Thursday, February 7, 2013 at 11:00am at the Beaver Creek Port.**

Bidders who, for any reason, cannot attend at the specified date and time will not be given an alternative appointment to view the site and their bids, therefore, will be considered as non-responsive. **NO EXCEPTIONS WILL BE MADE.**

As proof of attendance, at the site visit, the Technical Authority will have an Attendance Form which MUST be signed by the bidder's representative. It is the responsibility of all bidders to ensure they have signed the Mandatory Site Visit Attendance Form prior to leaving the site. Bids submitted by bidders who have not attended the site visit or failed to sign the Attendance Form will be deemed non-responsive.

3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

Section I: Technical Bid

1.1 Signature of Person Authorized to Sign on Behalf of Vendor/Firm

Bidders shall duly complete and **SIGN** the first page of their Invitation to Tender document.

Section II: Financial Bid

1. Bidders must submit their financial bid in accordance with the Basis of Pricing detailed below. The total amount of Goods and Services Tax or Harmonized Sales Tax is to be shown separately, if applicable.

SECTION III: Authority

3.1 Contractor's Representative:

The name and particulars of the person to be contacted for general enquiries and follow-up purposes:

Name: _____
Telephone Number: _____
Cellular Number: _____
Facsimile Number: _____
E-mail: _____

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

Bids will be examined to determine their compliance with the following Mandatory Requirements:

- (1) Submission of firm prices/rates in accordance with ITT Part 3 Section II
- (2) Bidders shall duly complete and **SIGN** the first page of their Invitation to Tender document

Only bids found to meet **ALL** the mandatory requirements will be deemed acceptable bids and will be further evaluated in accordance with the evaluation criteria. Bids not meeting **ALL** of the mandatory requirements will be deemed non-responsive and will be given **NO** further consideration.

2. Basis of Selection

The lowest priced responsive bid which meets the requirement of the Federal Contractor's Program for Employment Equity indicated herein will be recommended for award of a contract.

Contractors will not be reimbursed for the cost of responding to this Invitation to Tender.

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications to be awarded a contract. Canada will declare a bid non-responsive if the required certifications are not completed and submitted as requested.

Compliance with the certifications bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify the bidders' compliance with the certifications before award of a contract. The bid will be declared non-responsive if any certification made by the Bidder is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

Certifications Precedent to Contract Award

The certifications listed below should be submitted with the bid but may be completed and submitted afterwards. If any of these required certifications is not completed or submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

1. Mandatory Certifications Required Precedent to Contract Award

1.1 Code of Conduct and Certifications - Related documentation

1.1.1 By submitting a bid, the Bidder certifies, for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation hereinafter mentioned will help Canada in confirming that the certifications are true. By submitting a bid, the Bidder certifies that it is aware, and that its affiliates are aware, that Canada may request additional information, certifications, consent forms and other evidentiary elements proving identity or eligibility. Canada may also verify the information provided by the Bidder, including the information relating to the acts or convictions specified herein, through independent research, use of any government resources or by contacting third parties. Canada will declare non-responsive any bid in respect of which the information requested is missing or inaccurate, or in respect of which the information contained in the certifications is found to be untrue, in any respect, by Canada. The Bidder and any of the Bidder's affiliates, will also be required to remain free and clear of any acts or convictions specified herein during the period of any contract arising from this bid solicitation.

Bidders who are incorporated, including those bidding as a joint venture, must provide with their bid or promptly thereafter a complete list of names of all individuals who are currently directors of the Bidder. Bidders bidding as sole proprietorship, including those bidding as a joint venture, must provide the name of the owner with their bid or promptly thereafter. Bidders bidding as societies, firms, partnerships or associations of persons do not need to provide lists of names. If the required names have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply will render the bid non-responsive. Providing the required names is a mandatory requirement for contract award.

Canada may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form- PWGSC-TPSGC 229)

(<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>) for any or all individuals aforementioned within the time specified. Failure to provide such Consent Forms within the time period provided will result in the bid being declared non-responsive.

2. **Federal Contractors Program for Employment Equity - over \$25,000 and below \$200,000 (A3031T 2010-08-16)**

Suppliers who are subject to the Federal Contractors Program (FCP) and have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive federal government contracts over the threshold for solicitation of bids as set out in the Government Contracts Regulations. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason

other than the reduction of their workforce to less than 100 employees. Any bids from ineligible contractors, including a bid from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

The Bidder, or, if the Bidder is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Bidder or the member of the joint venture

- (a) () is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, or temporary employees having worked 12 weeks or more in Canada;
- (b) () is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44;
- (c) () is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC, having not bid on requirements of \$200,000 or more;
- (d) () has not been declared an ineligible contractor by HRSDC, and has a valid certificate number as follows: _____.

Further information on the FCP is available on the HRSDC Web site.

PART 6- SECURITY REQUIREMENT

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:
PWGSC FILE # EZ899-121691

1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.

4. The Contractor must comply with the provisions of the:

- (a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
- (b) Industrial Security Manual (Latest Edition).

PART 7 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

1. Requirement

To provide Janitorial Services including all labour, material and equipment for Border Services, located at Beaver Creek, Yukon, Canada. The services must be provided in accordance with Specification attached as Annex "A".

1.1 Mandatory Response Time

It is a mandatory requirement of this contract that the Company authorized representative be personally available to attend meetings and to respond to inquiries within 24 hours of the Technical Authority's or the Contracting Authorities request. .

2. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>) issued by Public Works and Government Services Canada.

2.1 General Conditions

2035, (2012-11-19) General Conditions - Services, apply to and form part of the Contract.

3. Security Requirement

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:
PWGSC FILE # EZ899-121691

1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor must comply with the provisions of the:

-
- (a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
(b) Industrial Security Manual (Latest Edition).

4. Term of Contract

4.1 Period of Contract

This Contract is valid during the period of TBA to TBA

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Mike Hogg
Title: Supply Specialist
Public Works and Government Services Canada

Telephone: (250) 363-3916
Facsimile: (250) 363-0395
E-mail address: mike.hogg@pwgsc-tpsgc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

5.2 Technical Authority

The Technical Authority for the Contract is: **"TO BE PROVIDED AT CONTRACT AWARD"**

The Technical Authority named above is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

5.3 Contractor's Representative:

The name and particulars of the person to be contacted for general enquiries and follow-up purposes:

Name: _____
Telephone Number: _____

Cellular Number: _____
Facsimile Number: _____
E-Mail: _____

6. Payment

6.1 Basis of Pricing

The Basis of Pricing will be inserted at contract award as per winning bid submitted in accordance with Financial Bid - Basis of Pricing of this solicitation.

6.2 Basis of Payment

Payment will be made monthly following receipt, delivery and acceptance of services rendered and shall be in accordance with the standard payment period and interest payment policies.

6.3 Determination of Cost

The Crown may from time to time notify the contractor in writing of any changes to the amount of space to be cleaned, in the case of the addition or elimination of cleanable space, the change in the amount of the contract shall be calculated using the Unit Price Tables identified in Pricing Schedule.

6.4 Limitation of Expenditure

The Contractor will supply the goods and services under the Contract to an estimated total expenditure not exceeding \$ (to be determined) (HST included) of which \$ (to be determined) (HST included) is for goods and/or services enumerated or described in Basis of Pricing for Routine Maintenance (modify as per unit price table given by client) and \$ (to be determined) (HST included) is for additional goods and/or services that may be requested from time to time at the prices and/or rates set out in Basis of Pricing.

6.5 SACC Manual Clauses

H1008C 2008-05-12 Monthly Payment

A9116C 2007-11-30 T1204 - Information Reporting by Contractor

7. Invoicing Instructions

All invoices are to be mailed to the Technical Authority as per this contractual document and must include the following before any payments can be processed. All taxes are to be listed as separate items. Failure to submit the correct information may result in the rejection of invoice for processing.

- contract number;
- description of routine, schedule and patrol cleaning;
- description of additional cleaning and emergency cleaning operations with support documents, as appropriate, and value;
- name of the person who requested the service.

8. Certifications

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

9. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province or territory where the work is performed.

10. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions 2035, 2012-11-19;
- (c) Annex "A" Specification
- (d) Annex "B" Quality Standards
- (e) Annex "C" Basis of Payment
- (f) The Contractors bid dated _____

11. Insurance Requirements

11.1 Insurance Requirements

The Contractor must comply with the insurance requirements specified in the **following article 11.2 Commercial General Liability Insurance**. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within **ten (10) days** after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

11.2 Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.

2. The Commercial General Liability policy must include the following:

- (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
- (b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
- (c) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
- (d) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
- (e) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
- (f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- (g) Employees and, if applicable, Volunteers must be included as Additional Insured.
- (h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- (i) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- (j) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- (k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (l) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.

12. Workers' Compensation

It is mandatory that all persons performing the work be covered under the applicable workers' compensation legislation provided for the benefit of injured employees.

13. Site Regulations

The Contractor must comply with all rules, instructions and directives in force on the site where the Work is performed.

Solicitation No. - N° de l'invitation

EZ899-121691/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

vic240

Client Ref. No. - N° de réf. du client

EZ899-121691

File No. - N° du dossier

VIC-2-35103

CCC No./N° CCC - FMS No/ N° VME

Annex "A" - SPECIFICATION

PROJECT: Building Cleaning

LOCATION: Beaver Creek
BORDER CROSSING
Beaver Creek Yukon
Project No. R.017151.001

APPROXIMATE AREA
INTERIOR CLEANABLE SPACE
6918SQ. FT.
550 M2

Solicitation No. - N° de l'invitation

EZ899-121691/A

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CCC No./N° CCC - FMS No/ N° VME

Division Section No.of Pages

Bidding Requirements

Invitation to Bidders)
not bound in

Instructions to Bidders)

Specification
Tender Form)

Contract Forms

General Conditions

Specification Division Section No. of Pages

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2	Specifications	5
3	Glossary of Terms and Quality Standards	17

1) Health and Safety

- i) The Contractor shall adhere to all safety measures respecting personnel and fire hazards recommended by National and Provincial codes and/or prescribed by the authorities having jurisdiction concerning the equipment, work habits and procedures.
- ii) The Contractor shall ensure that all equipment used to perform the work is in a state of good repair. The Director reserves the right to have equipment judged to be unsafe, not suitable or defective taken out of service. The Contractor shall be responsible to supply suitable replacement equipment.
- iii) All materials are to be stored and handled in such a manner as to not present a danger to building occupants or members of the public. All materials and chemicals to be labelled in accordance with (WHMIS) the "Workplace Hazardous Materials Information System".

2) Building Security

- i) Only those employees, whose names appear on the Contractor's payroll with Enhanced security clearance will be allowed access to the site of the work. No other persons accompanying employees will be allowed on site.
- ii) All cleaning staff employed by the Contractor, regardless of hours of work, must sign IN AND OUT and, enter the times of arrival and departure in registers or on sheets provided at designated area.
- iii) The Contractor's cleaning staff shall be subject to questioning and search of cleaning material in relation to security matters by Public Works and Government Services Canada and/or its client departments' designated security staff.
- iv) All keys entrusted to the Contractor for the fulfilment of his contract must be fully protected at all times.

- v) All doors to rooms, private or general offices, etc., which must be unlocked by the Contractor's employees, must be kept locked during the performance and at the completion of their duties.
- vi) The Contractor is responsible for the security of the building to the extent of locking and unlocking of exterior doors and, the inspection of windows to ensure they are closed and locked before leaving the premises.
- vii) All cleaning staff working in this building must be security cleared to the reliability Level. The Property Manager is to be informed before a new cleaning staff member starts working at this site, and provide written proof that the cleaning staff member has been security cleared. The company shall process all security clearance requests through the Canadian & International Industrial Security Division. It is the contractors responsibility to insure that addition staff security clearances be obtained to prevent situations where insufficient staff are available to perform the work. All cleaning staff are to carry a copy of their security clearance confirmation and picture ID.(either a B.C. driver's licence or B.C. ID. card) at all times.
- viii) At the discretion of the Property Manager, Authorized P.W.G.S.C. Employees and/or the Client, employees not carrying proper ID and security clearance confirmation may be removed from the site. Cleaning staff shall not be allowed back in the building until required proof is presented.

3) Building Cleaning Operations

- i) Routine Cleaning
Routine cleaning will be performed 5 days per week Monday to Friday between the hours of 08:00 and 17:00.
- ii) Scheduled Operations
.1 Scheduled operations will be performed at times arranged in conjunction with the CBSA Superintendent.

- .2 Prior to award of contract, the Contractor will, on request, submit in writing, his plan of operation to conform with the routine cleaning, scheduled operations and special cleaning conditions.
- .3 The Contractor shall supply P.W.G.S.C. with a number where they or a company representative can be reached ie. Pager # or cell phone. This person must be able to respond to an emergency call outs in a timely manner.(45 min max.) for both detention cell cleaning and snow shovelling/salting/sand application duties.

4) Inspection

The Contractor must notify the Director when each major operation listed in section 2 is completed. Arrangements will be made to inspect the work to decide whether or not it is acceptable.

5) Quality Standards

The Quality Standards, (section 3), where applicable, shall be strictly adhered to. Inspections made by the Director will be based on these standards.

6) Materials and Equipment

- i) The Contractor will supply all equipment, materials, uniforms or products required to carry out the work as mentioned in Section 1 and Section 2, unless stated otherwise. Mandatory: The Contractor shall have a floor machine and use only vacuum cleaners with a noise level of 65 decibels or less.ne. This includes any additional products, equipment and /or paper products used during seasonal increases in staff.
- ii) The Contractor shall, use germicidal hand soaps, and cleaning agents, smell not to be objectionable. Where available, use materials listed in the Canadian General Standards Board (CGSB) Qualified Products Lists.
- iii) The Contractor shall, on request, furnish a complete written statement of the origin, composition and/or manufacturer of any or all materials supplied by him for use in the work and he may be required to provide samples of materials from his stock for testing purposes.

7) Space Assigned

- i) The Director shall provide the Contractor with such space as is considered necessary by the Director for the performance of the Contractor's duties.
- ii) The Contractor must not list, publicize or use in any fashion, for business purposes, the address of a building leased or owned by the Government of Canada.
- iii) The Department will not be responsible for damage to the Contractor's supplies, material or equipment in the building nor to the Contractor's employees' personal belongings brought into the building.

8) Log

A log shall be maintained in the building by the Contractor in which he shall record on a daily basis, all of the work performed other than the normal day to day cleaning. The log shall be made available for inspection by the Director as required.

General 1

.1 The work described by this specification involves the cleaning and maintenance of premises occupied by Canada Border Services Agency (CBSA). The hours during which work will be done will be established by the Department of Public Works and Government Services Canada and will be governed by the requirements of the occupants of the premises with the least inconvenience to them.

.2 Persons whose duties take them into CBSA premises must be Security cleared, to the reliability level, which may include finger printing. The Contractor will be responsible for supplying a list of the people who he will have working in this space. This includes any part-time or replacement staff to whom he will assign duties at any time during the term of the contract.

Scope of Work 2**Daily 5 times per week (includes detention cell)**

.1 Sweep (using a dust controlled method) all non carpeted floor area, including stairways and basement areas.

- .2 Remove gum and foreign residue from entire floor areas.
- .3 Wash all floors daily using a cleaner disinfectant.
- .4 Dust and spot clean all furniture and fixtures, including window-sills, lockers and ledges, fire extinguishers and baseboard heaters. Spot clean all windows and glass partitions includes Pil booths.
- .5 Empty and damp wipe all garbage and waste cans. Recycle material where possible. Take all waste daily to garbage bin.
- .6 Wash and disinfect washroom floors and all fixtures.
- .7 Replenish paper towels, toilet tissue, hand soap, paper cups and deodorant blocks when required.
- .8 Clean all washroom mirrors.
- .9 All doors, frames, kick plates, push plates and walls to be cleaned of finger marks and stains.
- .10 Clean front entrance and vestibule door. Spot clean sidelights and all glass.
- .11 All mats to be removed and cleaned on both sides.
- .12 Carpet to be spot vacuumed daily, remove Spots and stains.(Note: Vacuum is to be a low noise 65 decibels or less and equipped with power head and crevice tool.
- .13 Lunchroom furniture, including sink, counter, cupboards, dispenser, etc. are to be Washed.
- .14 Wash all floor areas, in front of main Customs counter.
- .15 thoroughly clean counter tops.
- .16 Apply absorbo to any oil spots in traffic lanes. Remove and dispose of absorbo daily.
- .17 Remove flies from light fixtures as required.
- .18 Disinfect phones and intercoms using clean paper towels.

Weekly(Wednesday)

- .1 Spray buff all vinyl floors.
- .2 Clean and polish all interior and exterior ornamental metal.
- .3 Wash with a mild detergent and buff all interior and exterior signs.
- .4 Clean interior glass doors.
- .5 All notice boards to be cleaned.
- .6 Descale toilet bowls and urinals.

- .7 Wash all entrance glass in and out
- .8 Dust baseboards.
- .9 Pour a pail of clean water down floor drains.
- .10 Remove all cobwebs from ceiling and skylights.
- .11 Clean oil traffic lane stains with oil and grease remover.
- .12 Vacuum on a full floor basis
- .13 Wash Counter fronts Wash and polish counter tops.
- .14 Dust and spot clean baseboards and quarter round.
- .15 Wash all lunch room furniture, dispensors
and sink.

Bi Monthly

- .1 Vacuum all upholstered furniture

Monthly

- .1 Wash & clean all air intake grills & exhaust grills.
- .2 Wash all windows and sills inside and out.
- .3 Washroom walls and doors are to be washed with disinfectant
- .4 Dust blinds
- .5 Wash all glass partitions.
- .6 Clean using an appropriate cleaner all vinyl and upholstered furniture
- .7 Remove recessed entrance mats clean and replace.
- .8 Wash exterior of Pil booth.
- .9 Scrub and refinish vinyl floors.

Every 4 Months

- .1 Vacuum drapes, in months of June, October and February.
- .2 Dust the tops of all partitions, walls, ledges and hanging light fixtures in the months of: June, October and February.

.3 Wash lunch room walls.

Other Duties

- .1 Clean all interior and exterior light fixtures, including light bulbs and fluorescent tubes once every year in the month of August.
- .2 Dust all walls in the month of November and May.
- .3 Blinds are to be washed once per year, in the months of September.
- .4 Strip and refinish all vinyl floors once a year in the month of May.
- .5 Replace burnt-out light bulbs and fluorescent tubes daily. Type and wattage as directed by the Building Supervisor. PWGSC will replace lights over (9) nine feet in height.
- .6 Steam clean upholstered furniture, Annually in the month of August.
- .7 Periodic detention cell cleaning as required

Grounds

Daily

- .1 Remove snow and ice from building entrances, steps, landings and sidewalks to ensure the safety of the public and crown employees. Snow clearing must be completed by 07:45 a.m. daily. Apply sand and/or ice melter as required and/or as directed.
- .2 Periodic as and when required supply labour to shovel , sand and salt sidewalks as necessary throughout the day at the request of PWGSC/CBSA.
- .3 Remove all interior and exterior refuse,cardboard etc. daily as required to local landfill
- .4 Keep all areas including lawns, flower beds, Paved areas, unpaved parking, perimeter of building, sidewalks, curbs and drains free of debris, weeds and litter. Daily sweeping is required of all sidewalk areas. Patrol clean debris from grounds and parking areas.
- .5 Apply absorbent compound as required to all oil spills.
- .6 Cut grass to maintain a height of less than 3".

Monthly

- .1 Power wash exterior sidewalks in the months of March, May, July, September and November.

Materials and

Equipment

The Contractor will supply: all cleaning materials, disinfectants, ice melter and equipment necessary to perform the above work, including incandescent bulbs, fluorescent tubes, plastic bags, paper towels, toilet tissue, hand soap deodorant cakes and sani-bags, step ladder, hose, paper cups, power washer, etc. and only change the lower office bulbs. The contractor must not use any PWGSC equipment. ie: ladder etc.

All materials must be of first quality and approved by the Building Supervisor.

All hazardous materials, cleaning compounds, etc., are to be stored and handled in such a manner as to not present a danger to the Crown employees or members of the public.

Contractor is to inform PWGSC of any necessary repairs. 1-800-463-1850

Annex "B" - Quality Standards

The following term definitions and standards of acceptance are applicable to all Statement of Work/Requirements contained in this document.

TERM DEFINITIONS/STANDARDS OF ACCEPTANCE

TERM DESCRIPTION OF OPERATION QUALITY STANDARD

1.Area Policing

Consists of patrolling sidewalks, driveways, lawn areas, loading docks, entrance, and other areas and picking up paper and all other debris. Designated areas shall be free of paper and all other debris after policing.

2.Sweeping Exterior

Consists of removing loose, dry surface soil. Sidewalks, loading docks, entrances, and other designated areas shall be clean after sweeping.

3.Hosing Sidewalks

Consists of washing sidewalks by spraying with water under pressure from a garden hose. Sidewalks and other designated areas shall be clean after hosing.

4.Snow Removal

Consists of clearing snow, slush, ice, accumulated sand or gravel from all designated areas and spreading sand or gravel over dangerous surfaces. The accumulated cleared snow must be dealt with in accordance with local bylaws. All designated areas shall be free from snow and ice accumulation and sanded or chemically treated to provide safe footing.

5.Sweeping

Consists of removing loose, dry surface soil. Where surface is not subject to damage by solvent, use a solvent based, treated sweeping compound, dust cloth or dust mop. Where surface is subject to damage by solvents, use a wax based, treated sweeping compound, dust cloth or dust mop. Dust cloths and dust mops to be treated the day before they are to be used, to ensure no streaks are left on floor. There shall be no dirt, trash, or other matter left in corners, behind, or under free standing radiators, under furniture, or behind doors. Floors shall be free of dust film, there shall be no dirt left where sweepings were picked up, and furniture and equipment shall be relocated to where it was prior to the sweeping operation.

6.Damp and Wet Mopping

Consists of applying neutral detergent solution to the floor, agitating it with a mop, removing the solution, rinsing the floor, and wiping up the rinse water. In washrooms, the rinsing operation is performed using a germicidal solution. The mopped area shall be clean and free of surface stains, mop streaks, and loose mop strands. Walls, baseboards, and other surfaces shall be free of watermarks and splashing. Water or other cleaning solution shall not have been allowed to collect under furniture legs and cabinets.

7.Wash Floor

Consists of applying a neutral detergent solution to the floor, agitating it with a mop, removing the solution, rinsing the floor, and picking up the rinse water. In washrooms, the rinsing operation is

performed using a germicidal solution. There shall be no surface dirt or stains visible following the floor washing operation. Walls, baseboards, and other surfaces shall be free of watermarks, splashing, and scars from equipment. The floor shall be free of streaks and loose mop strands, and water or other cleaning solution shall not have been allowed to collect under furniture legs or cabinets.

8.Vacuuming and/or Carpet Sweeping

Consists of removing dust, dirt, and litter using an upright or canister type vacuum cleaner, capable of having a crevice tool attached to clean in corners and along baseboards. Carpet and rugs shall be clean and free from dust, dirt, and other debris. Nap on rugs shall be laid in one direction. T mats shall be clean, and carpet or rug area around and under T mats shall be free of dust and dirt. Floor area under immediate edge of rugs shall be free of dirt and dust. Bare floors around rugs shall be clean. No dirt shall be left in corners, under furniture, behind doors, or radiators. Upholstered furniture shall be free from dust, dirt, and other debris. All furniture and equipment moved during the cleaning operation shall be returned to its original location

9.Stain Removal - Carpets

Consists of identifying the type of stain by look, feel, or odour, and the removal using the appropriate remover in accordance with commercial spot remover kit instructions. There shall be no stain visible and no discolouration of the carpet after stain removal operation.

10.Vacuuming Walk-Away Mats

Consists of removing sand, slush, or water, using a wet & dry industrial type vacuum cleaner, equipped with the appropriate floor tools. Walk-away mats shall be clean and free of dust, dirt, sand, slush, salt, and water after vacuuming. Floor area under mat shall be free of dust and dirt and present a clean appearance.

11.Salt/Stain Removal Walk-Away Mats

Consists of vacuuming, flooding salt stain with water, and allowing to stand for ten minutes, vacuuming up water, and repeating operation as many times as necessary until stain is removed. There shall be no salt stain visible and no discolouration of the walk-away mat after salt stain removal operation. Floor area under the mat shall be free of dust and dirt and present a clean appearance.

.12.Cleaning Notice Boards and Fire Hose Cabinets

Consists of dusting display cases and notice boards, spot cleaning or washing sash and glass; dusting and washing interior of fire hose cabinets, and washing both sides of cabinet door glass. Notice boards and firehose cabinets, including glass, shall be clean.

13.Glass Cleaning

Consists of washing glass surfaces with a detergent solution and wiping dry with a clean cloth. Glass shall be clean on both sides and free of streaks and smears. Sash, sill, stools, and floors shall be clean and free of water marks. Items moved during the cleaning operation shall have been replaced to original location.

14.Cleaning Stairways and Landings

Consists of sweeping, dusting, mopping, and stripping; spot cleaning walls and polishing handrails, doorknobs, and other metal surfaces where applicable. Washing of walls on annual basis. Stair landings, treads, and corners of stair treads shall be free of dirt, dust, streaks, and debris. Stair railings, ledges, door moldings, radiators, window stools, and grilles shall be free of dust. Stair landings, treads, risers,

walls, and baseboards shall be clean and free of water marks and splashing from cleaning and finishing solutions. Hand railings, door knobs, and other metal surfaces shall be clean and polished.

15.Cleaning Walk-Away Mats

Consists of vacuuming, stain removal, and shampooing, using either a machine agitated dry foam or jet extractor methods. Hose washing may only be used if specified by the manufacturer and in accordance with his/her instructions. There shall be no stains visible and no discolouration of the walk-away mat. The floor area under the mat shall be free of dust, dirt, and present a clean appearance after cleaning operations.

16.Dusting

Consists of removing loose dirt, dust, and cobwebs using an untreated dust mop or vacuum cleaner with appropriate attachments. There shall not be any dust or dust streaks on desks or other furniture. Glass tops on desks and tables shall be clean and free of fingermarks and stains. All pictures, plaques, etc., shall be free of dust. Corners and crevices shall be free of dust. Radiators, window stools, door ledges, frames, louvres, baseboards, and partition ledges shall be free of dust.

17.Metal Cleaning

Consists of polishing with an approved metal polish, \doorknobs, push bars, kick plates, railings, and other metal surfaces to remove stains and restore the shine. Doorknobs, push bars, kick plates, railings, doors, and other surfaces shall be clean and polished.

18.Cleaning Washroom Fixtures

Consists of washing with a germicidal detergent all surfaces of wash basins, taps, exposed piping, flush tanks, toilet seats, toilet bowls, and urinals to disinfect and remove dust, dirt, spots, and stains. All surfaces of wash basins, taps, and all exposed piping shall be free of dust, dirt, spots, and stains. All surfaces of flush tank toilet seats, bowls, and urinals shall be disinfected. Plumbing fixtures shall be free of stains, soap build-up, dust, and mold.

19.Cleaning and Servicing Sanitary Receptacles

Consists of removing used sanitary bag and replacing with a new bag. The receptacle is to be washed with a germicidal detergent to remove spots, stains, fingermarks, and odour.

All sanitary receptacles shall be empty and a disposal bag replaced if required. All sanitary receptacles shall be free of odour, spots, stains, and fingermarks.

20.Patrol Cleaning

Consists of picking up litter, wiping up spillage; cleaning tables, counter tops, all washroom fixtures; polishing mirrors, emptying and cleaning ashtrays, emptying waste receptacles in designated areas, and replenishing empty dispensers. This work is in

addition to the regular routine cleaning. Floors shall be free of litter, and there should be no surface dirt or stains visible. Tables, counter tops, and all washroom fixtures shall be free of dust, dirt, and stains. Ashtrays and waste receptacles shall be replaced as applicable.

21.Spot Clean Dispensers, Walls, Stall Partitions, Doors, Shelves, Mirrors, and Ledges

Consists of removing fingermarks, smudges, stains, and graffiti using a moistened cloth followed by a dry cloth. All dispensers, shelves, shelf brackets, and ledges shall be free of fingermarks, dust, and stains. All mirrors shall be clean. Walls, stall partitions, and doors shall be free of dust, hand marks, pencil marks, water streaks, mop marks, and fittings shall be free of mold. Walls up to a standing height shall be free of all marks.

22. Recycling Bins (Green Boxes or equiv if applicable)

Empty green boxes once a week into separate container and take over to recycling tent & sort.

23. Empty Waste Receptacles

Consists of emptying waste receptacles and replacing dirty plastic bags; ashtrays are to be emptied into a separate metal container and wiped clean. All refuse is to be placed in a designated fireproof space. All paper and garbage receptacles shall have been emptied, plastic bags should have been replaced if required and the exterior surface wiped clean.

All ashtrays shall be empty, clean, and in place.

24. Cleaning Vinyl and Leatherette Upholstery

Consists of removing soil marks and stains using an approved cleaner. There shall be no dirt, soil marks, or stains visible following the scheduled cleaning.

25. Dry Cleaning Chalkboards

Consists of removing all chalk and erasers from trough, cleaning the chalkboard using a large soft cloth chamois or a No. 1106 "Hygieia" chalkboard cleaner, fold the cloth or chamois to fit the hand, and starting from the top of the board and working from left to right, clean the entire board; using a separate cloth, clean the chalk trough.

Vacuum the erasers and replace the erasers and chalk in the chalk trough. There shall be no chalk marks or chalk dust visible on the surface of the chalkboard, in the chalk trough, or on the erasers.

26. Washing Chalkboards

Consists of removing all chalk and erasers from trough, using a dry cloth removing excess chalk dust from board and trough, using a sponge or cloth partially wrung out, apply clear water to board, use a squeegee to remove excess wash water, clean trough, dry board using clean dry cloth (do not let air dry), dry trough; WHEN board is dry. Cover chalkboard surface with the broad side of a piece of white chalk. Rub chalk dust into surface with a felt brush or dry cloth. Remove all loose dust from surface of board with a dry chamois. Clean chalk trough, vacuum erasers, and replace the erasers and chalk in the chalk trough.

27. Cleaning Sand Urns.

Consists of removing debris from the sand and placing in a separate metal container, removing debris from the base of the urn, damp wiping All debris shall have been removed from the urn. There shall be no debris in the base of the urn. The interior of the urn top shall have been the interior, and cleaning and polishing metal parts. wiped clean and the chrome parts, including the base, cleaned and polished.

28. Cleaning Drinking Fountains (if applicable)

Consists of washing and disinfecting all surfaces. The odour of the disinfectant must not be objectionable. The porcelain, metal, or enamel surfaces shall be clean and free of stains. All other surfaces shall be free of spots, stains, and streaks. All fountains shall have been disinfected.

29. High Cleaning

Consists of dusting wall hung clocks, overhead pipes, glass covered pictures, plaques, tops of partitions, wall or ceiling ventilators, and exhaust fans; cleaning the glass on wall hung clocks, pictures, or plaques. Clocks, tops of lockers, overhead pipes, pictures, plaques, partition tops, wall or ceiling ventilators, and exhaust fans shall be free of dust after scheduled high cleaning. Metal and glass surfaces shall be clean and free of streaks or stains.

30. Dusting/Vacuuming Venetian Blinds

Consists of dusting or vacuuming both sides of the slats and adjoining window frame area. Both sides of slats shall be clean and free of dust. Window frames and adjoining area shall be free of dust.

31.Vacuuming Drapes

Consists of removing dust using a vacuum cleaner, back rake with wand, and drape attachment on both sides. Drapes shall be free of dust after vacuuming operation.

32.Vacuuming Acoustic Ceiling Tile

Consists of removing dirt, dust, and cobwebs using a vacuum cleaner equipped with the appropriate attachment. Ceiling tile shall be free of dirt, dust, and cobwebs after vacuuming operation.

33.Vacuuming Air Grills Air

Diffusers Consists of removing dust, dirt, and cobwebs using a vacuum cleaner equipped with a wand and brush attachment or wipe with a damp sponge and dry with a clean cloth. Air grills and air diffusers shall be free of dust, loose dirt, and cobwebs after vacuuming operation.

34.Wash Air Grilles, Air Diffusers

Consists of applying a detergent solution with a cloth to remove dust and dirt and drying with a clean cloth. After washing, air grilles, and air diffusers shall present a clean surface free of dirt, grime, stains, and soap or water streaks.

35.Cleaning Light Fixtures

Consists of dry wiping all tubes, bulbs, and shields to remove accumulated dust Light fixtures shall be free of dust, dirt, stains, and soap or water streaks after washing. and insects; washing all light No after marks shall appear fixtures, including bulbs. On furniture or the floor.

Annex “C” - Basis of Payment

A. Routine, Patrol, Emergency and Scheduled Cleaning

1. Routine\$ _____/month X 24/months = \$ _____

Cleaning Services

A.TOTAL\$ _____

B. Periodic Cleaning

From time to time periodic cleaning, as specified, may be requisitioned by the Departmental Representative. The estimated quantities set out in this portion of the Schedule of Prices (B. Periodic Cleaning) are for the purposes of comparative evaluation of the tenders and do not express nor imply an obligation on the part of the Department to order any or all of the work listed therein.

Call-outs to clean \$ _____/hour X 14hrs 2Yrs = \$ _____
Detention Cells

Snow removal and \$ _____/hour X 80hrs 2Yrs = \$ _____
Ice control sidewalks

B.TOTAL\$ _____

(A + B = Total) \$ _____

C. Routine, Patrol, Emergency and Scheduled Cleaning (Extension Year one)

1. Routine\$_____/month X 12/months = \$ _____

Cleaning Services

C.TOTAL\$_____

D. Periodic Cleaning

From time to time periodic cleaning, as specified, may be requisitioned by the Departmental Representative. The estimated quantities set out in this portion of the Schedule of Prices (D. Periodic Cleaning) are for the purposes of comparative evaluation of the tenders and do not express nor imply an obligation on the part of the Department to order any or all of the work listed therein.

Call-outs to clean \$_____/hour X 7hrs 1Yr = \$_____

Detention Cells

Snow removal and \$_____/hour X 40hrs 1Yr = \$_____

Ice control sidewalks

D.TOTAL\$_____

(C + D = Total) \$_____

E. Routine, Patrol, Emergency and Scheduled Cleaning (Extension year two)

1. Routine \$ _____/month X 12/months = \$ _____
Cleaning Services

E.TOTAL\$ _____

F. Periodic Cleaning

From time to time periodic cleaning, as specified, may be requisitioned by the Departmental Representative. The estimated quantities set out in this portion of the Schedule of Prices (F. Periodic Cleaning) are for the purposes of comparative evaluation of the tenders and do not express nor imply an obligation on the part of the Department to order any or all of the work listed therein.

Call-outs to clean \$ _____/hour X 7hrs 1Yr = \$ _____
Detention Cells

Snow removal and \$ _____/hour X 40hrs 1Yr = \$ _____
Ice control sidewalks

F.TOTAL\$ _____

(E + F = Total) \$ _____

G. Routine, Patrol, Emergency and Scheduled Cleaning(Extension year three)

1. Routine \$ _____/month X 12/months = \$ _____
Cleaning Services

G.TOTAL\$ _____

H. Periodic Cleaning

From time to time periodic cleaning, as specified, may be requisitioned by the Departmental Representative. The estimated quantities set out in this portion of the Schedule of Prices (H. Periodic Cleaning) are for the purposes of comparative evaluation of the tenders and do not express nor imply an obligation on the part of the Department to order any or all of the work listed therein.

Call-outs to clean \$ _____/hour X 7hrs 1Yr = \$ _____
Detention Cells

Snow removal and \$ _____/hour X 40hrs 1Yr = \$ _____
Ice control sidewalks

H.TOTAL\$ _____

(G + H = Total) \$ _____

Grand Total A+B+C+D+E+F+G+H =\$ _____

Company Name

Phone Number

Contractor's Signature

Date