



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS A :**

Bid Receiving/Réception des soumissions  
Royal Canadian Mounted Police (RCMP)  
Procurement & Contracting Services  
5th Floor, 10065 Jasper Avenue NW  
Edmonton, AB T5J 3B1

**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

**Proposal to: Royal Canadian Mounted Police**

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 therefore.

**Proposition aux: Gendarmerie royale du Canada**  
Nous offrons par la présente de vendre à Sa Majesté l'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: - Commentaries :

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

LE PRÉSENT DOCUMENT COMPORTE UNE EXIGENCE EN MATIÈRE DE SÉCURITÉ

**Bidder's Legal Business Name –  
Nom légal du soumissionnaire:**

\_\_\_\_\_

Telephone # - Numéro de téléphone:

\_\_\_\_\_

Email - Courriel:

\_\_\_\_\_

<b>Title-Sujet:</b> <b>Janitorial Services – RCMP Morinville Detachment</b>		
<b>Solicitation No. - N° de l'invitation</b> <b>M5000-17-08165/A</b>	<b>Date</b> <b>June 27, 2017</b>	
<b>Amendment No. – N° modif : 001</b>		
<b>GETS Reference No. - N° de référence du SEAG PW-17-00780724</b>		
<b>Solicitation Closes – L'invitation prend fin</b>		
<b>At /à :</b>	<b>2:00 PM</b>	MDT (Mountain Daylight Time) HAR (heure avancée de Rocheuses)
<b>On / le :</b>	<b>July 26, 2017</b>	
<b>Destination of Goods and Services – Destinations des biens et services</b> <b>Royal Canadian Mounted Police - Gendarmerie royale du Canada Morinville Detachment 10512 101<sup>st</sup> Avenue Morinville, AB T8R 1K9</b>		
<b>Instructions</b> See herein — Voir aux présentes		
<b>Address Inquiries to – Adresser toute demande de renseignements à</b> Shelley Doering, Procurement Officer		
<b>Telephone No. – N° de téléphone</b> 780-670-8636	<b>Facsimile No. – N° de télécopieur</b> 780-454-4523	

<b>COMPLETE BELOW IN FULL - REMPLISSEZ CI-DESSOUS EN ENTIER</b>	
<b>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)</b>	
<b>Signature</b>	<b>Date</b>



**Amendment 001 has been raised to add another optional site visit, extend the closing date and provide answers to questions that were raised as follows:**

Delete the following:

**1<sup>st</sup> Page**

Solicitation Closes – L'invitation prend fin:

On/Le : July 10, 2017

**PART 2 - BIDDER INSTRUCTIONS**

**2.5. Optional Site Visit**

It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at 10512 – 101<sup>st</sup> Avenue, Morinville, AB on June 16, 2017. The site visit will begin at 10:30am MDT, in the front lobby.

Bidders are requested to communicate with the Contracting Authority no later than Wednesday, June 14, 2017 by 2:00pm MDT to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders may be requested to sign an attendance sheet. Bidders who do not attend or do not send a representative will not be given an alternative appointment but they will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

Insert the following:

**1<sup>st</sup> Page:**

Solicitation Closes – L'invitation prend fin

On/Le: July 26, 2017

**PART 2 - BIDDER INSTRUCTIONS**

**2.5. Optional Site Visit**

**2.5.1 Site Visit - June 16, 2017**

It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at 10512 – 101<sup>st</sup> Avenue, Morinville, AB on June 16, 2017. The site visit will begin at 10:30am MDT, in the front lobby.

Bidders are requested to communicate with the Contracting Authority no later than Wednesday, June 14, 2017 by 2:00pm MDT to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders may be requested to sign an attendance sheet. Bidders who do not attend or do not send a representative will not be given an alternative appointment but they will



not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

### **2.5.2. Site Visit – July 10, 2017**

It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at 10512 – 101<sup>st</sup> Avenue, Morinville, AB on Monday, July 10, 2017. The site visit will begin at 10:30am MDT, in the front lobby.

Bidders are requested to communicate with the Contracting Authority no later than Friday, July 7, 2017 by 2:00pm MDT to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders may be requested to sign an attendance sheet. Bidders who do not attend or do not send a representative will not be given an alternative appointment but they will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

### **Questions and Answers from Site Visit June 16, 2017:**

#### **Question 1:**

Is the Contractor required to move the furniture when they wax the floor?

#### **Answer 1:**

Discussion and under the supervision of the Detachment, moving and replacing minimal pieces of furniture may be required of the persons doing the waxing. Garbage cans and chairs will be moved out of the way by the Detachment. Professional waxing vendor to be used to perform waxing requirement if unable to be professionally done by the Contractor.

#### **Question 2:**

When is a good time to do the waxing?

#### **Answer 2:**

During low peak hours Monday thru Sunday.

#### **Question 3:**

What time is the Contractor permitted to clean?

#### **Answer 3:**

For daily activities, it will be during normal business hours 8am to 5pm but there are some activities under the Quarterly, Semi-Annually and Annually activities that may require cleaning outside of normal business hours. This would be addressed in the schedule that is to be created when awarded the contract and in consultation with the Site Authority.



**Question 4:**

How large is the facility?

**Answer 4:**

As per Annex 'A' – Statement of Work, 1.3. Background and Specific Scope of the Requirement, the total area of cleaning is 857m<sup>2</sup>.

**Question 5:**

How much time is needed to wax the floors and how much product is required?

**Answer 5:**

We are not sure, as this component has been outsourced in the past.

**Question 6:**

How many windows does the Detachment have?

**Answer 6:**

The Detachment has 39 windows.

**Question 7:**

Is the Contractor responsible to add salt/ice melt to the sidewalk in winter?

**Answer 7:**

As per Annex 'A' – Statement of Work, 2.1.1.2 Activities, As Required, the Contractor is to ensure that steps, entrances and sidewalks to the building are clear of snow and ice, and apply sand/ice melt as required (in a 5 ft radius from entrance ways – See Annex "A" - Section 2.3.2, Weather.) The sand/ice melt is provided by the Detachment.

This is only to be done on the days the Contractor comes in.

**Question 8:**

Is the Contractor responsible for emptying the cigarette butt dispensers outside?

**Answer 8:**

As per Annex 'A' – Statement of Work, 2.1.1.2 Activities, Monthly, the Contractor is to empty and clean all exterior/perimeter entrance ashtrays where applicable.



**Question 9:**

Is the Contractor responsible to fix the current state of the Men's showers?

**Answer 9:**

The RCMP will be responsible for repairs to the men's showers.

**Question 10:**

Will a one-time cost be considered for bringing the Detachment up to standard?

**Answer 10:**

The RCMP may consider a one-time cost to ensure the standard of cleanliness is consistent to the level required during this Contract. When a Bidder is being considered for contract award, the Bidder will have an opportunity to submit a Statement of Work for those items they consider not up to standard with justification as to why they believe those items are not up to standard and to provide a quote which accounts for material and time to do the work.

**Please note:** any agreed upon one-time cost to bring the Detachment up to standard will not be part of this contract and the Technical Authority, on behalf of the RCMP, will be the one to decide if this additional work is approved.

All other terms and conditions remain the same.

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