



Parks Canada **Parcs Canada**

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Parks Canada Agency
National Contracting Services
111 Water Street East
Cornwall, ON K6H 6S3**

Bid Fax: 1-877-558-2349

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

QUESTIONS AND ANSWERS 1

Proposal to: Parks Canada Agency
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 or attached hereto, the supplies and services listed herein or on any attached sheets at the price(s) set out therefore.

Proposition à : l'Agence Parcs 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 articles et les services énumérés ici et sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Title-Sujet	
Janitorial Service – Rouge National Urban Park	
Solicitation No. - N° de l'invitation 5P300-17-5238	Date 2017 August 3
GETS Reference No. – N° de référence de SEAG NA	
Client Reference No. – N° de référence du client	
Solicitation Closes L'invitation prend fin – at – à 02:00 PM on – le 2017 August 10	Time Zone Fuseau horaire - Eastern Daylight Savings Time (EDT)
Address Inquiries to: - Adresser toute demande de renseignements à : Laura Lawson	
Telephone No. - N° de téléphone 613-938-5791	Fax No. – N° de FAX 866-246-6893
Destination of Goods, Services, and Construction: Destination des biens, services et construction :	
Parks Canada 3620 Kingston Road, Toronto, ON M1M 1R9 10725 Reesor Road, Markham, ON L6B 1A8 3258 Eglinton Ave Est, Scarborough, ON M1J 2H6 19 Beare Road, Scarborough, ON M1X 1P5 7277 14^e Avenue, Markham, ON L6B 1A8	
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 the 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)	
_____	_____
Name/Nom	Title/Titre
_____	_____
Signature	Date

**5P300-17-5238 Janitorial Service – Rouge National Urban Park
QUESTIONS AND ANSWERS 1**

Question #1

Approximate square footage of each location's cleanable floor, carpet, vinyl etc.

Answer #1

KINGSTON: 2500 sq ft
EGLINTON: 2000 sq ft
BEARE: 1600 sq ft
14th: 1500 sq ft
REESOR: 1600 sq ft

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Question #2

Is there a location to store cleaning supplies at each site? If so, approximate size of space.

Answer #2

KINGSTON: Closet on the main floor (under the stairs) approximately 6'4" H x 2'4" W x 7' D (angled)

EGLINTON: Closet in the basement approximately (3'3" W x 3'3' D)

BEARE: Aprox 1 sq meter of storage in the cupboard in the washroom.

14th: Currently no designated space. May be able to make some space in the supply room off the mud room (3'3" W x 3'3' D)

REESOR: Upper cabinet above the laundry sink where supplies can be stored. It has 2 shelves and is 29"H x 29"W x 12"D.

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Question #3

Is cleaning expected inside storage areas/closets?

Answer #3

Monthly Dusting

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Question #4

Are there mandatory cleaning days for each site?

Answer #4

Preferred Days are as follows, but there is flexibility

KINGSTON: Tuesday & Friday

EGLINTON: Tuesday & Friday (& Sundays on-season)

BEARE: Monday & Thursday (& Alternating Saturdays on-season)

14th: Monday & Thursday

REESOR: Monday & Thursday

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Question #5

What are the normal operating hours of each site (ie: when can the cleaners arrive)?

Answer #5

NORMAL OPERATING HOURS ARE 8:00am-5:30pm (Cleaning can commence after 6:00 pm)

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Question #6

Are the bath tubs to be cleaned at Reesor and 14th avenue?

Answer #6

Monthly Dusting

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Question #7

Is the office trailer at 14th to be cleaned for the remainder of it's rental?

Answer #7

No

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Question #8

What are the details involved in garbage removal/disposal?

Answer #8

KINGSTON: Weekly Friday curbside pick-up by the City of Toronto (Alternating weeks for Recycling and Garbage). Separate contractor brings garbage to the curb and returns the containers once empty

EGLINTON: Currently, garbage and recycling must be physically brought over the Kingston location for future disposal by the City of Toronto, Pending a contract for garbage removal services. Once the contract is in place, garbage from this site can be left on site.

BEARE: Weekly municipal curbside garbage and recycling collection, cleaners would be responsible to bring the bins to curbside on the Monday and return on the Thursday. Pending a contract for garbage removal services. Once the contract is in place, no movement of bins to curbside will be required
14th: Currently garbage/recycling is disposed of in the Waste Management bins across the parking lot.

REESOR: Currently, garbage and recycling needs to be physically brought to 14th Ave to be disposed in the Waste Management bin. Pending a contract for garbage removal services. Once the contract is in place, garbage from this site can be left on site.

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Question #9

Please provide Bill 7 information – we are looking for the number of hours each cleaner worked at each site.

Answer #9

Kingston Rd Office - normally 1 cleaner - approximately 2 hours each cleaning
Eglinton Office - normally 1 cleaner - approximately 1.5 hours each cleaning
Beare Rd Office - normally 1 cleaner - approximately 1.5 hours each cleaning
14th Avenue Office - normally 1 cleaner - approximately 2 hours each cleaning
Reesor Rd Office - normally 1 cleaner - approximately 1.5 hours each cleaning

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Question #10

Please provide the per month service cost currently charged by recent service provider for each location.

Answer #10

Currently, there is no contract in place. Previous contracts did not include all 5 sites.

The latest contracts include:

2 sites only 14th avenue and Beare - total contract value \$9045.00 - length of contract was one year

1 site only Kingston Road - total contract value \$1785.40 - length of contract was 3 months

We have not had a contract in place previously for the other two sites (Eglinton and Reesor North).

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END