National Research Council
Canada

Conseil national de recherches
Canada

Administrative Services
and Property Management
Branch

Direction des services
administratifs et
gestion de l'immobilier

NRC · CNRC

_____

Addendum / Addenda

No./Nᴼ
3

Project Description / Description de projet
Janitorial Services - Victoria, British Columbia

Solicitation No./ No de sollicitation	Project No./Nᴼ de projet	W.O. No./Nᴼ d'ordre de travail
17-22052		

Project Engineer / Ingénieur de projet	Date
Clyde Donnelly	Sept 28, 2017

Notice: This addendum shall form part of the tender documents and all conditions shall apply and be read in conjunction with the original plans and specifications.	**Nota**: Cet addenda fait partie intégrale des dossiers d'appel d'offres; toutes les conditions énoncées doivent être lues et appliquées en conjonction avec les plans et les devis originaux.

Responses to questions are provided as follows :

Question 1:
- Is the annual exterior window cleaning apart of Table A and Table B or apart of Table C? It is mentioned in on both Page 11 of 21 in the Exterior Windows section and Page 16 of 21 in the Project Work/Periodic Tasks section. The paragraph under the Project Work/Periodic Tasks section says the following:
- Project work that includes a specified schedule and has a specified Unit rate applied shall be paid in accordance with the unit rate and is not included in the monthly Sq/ft costs.

- Window cleaning is listed in Table C so we want to confirm if it is to be include in the pricing in Table A and Table B as well

Question 1 NRC Response: Annual exterior window cleaning is part of Table C. It is does not form part of the all-inclusive pricing but does form part of the bid evaluation through inclusion in table C.

Question 2:
- Are biodegradable bags to be used for all waste receptacles on site?
  - On Page 18 of 21 it says the following:
    - 1 Plastic bags for all waste receptacles (except green organics totes) to be bio-degradable type (12-24 mos) and supplied by contractor. Contractor to provide data on biodegradable bags to be used on this contract.
  - We wanted to confirm this point because of the price difference between bio-degradable bags and non bio-degradable bags

Question 2 NRC Response: Plastic bags for all waste receptacles (except green organics totes which are supplied by NRC) to be bio-degradable type (12-24 mos) and supplied by the contractor. This should include a bag that may be used on the janitor's dolly to collect the smaller office waste bin bags or garbage.

Question 3:
- Section 4 Point 3.3, states the following:

    o 3 Normally for burnishing, stripping and resealing of sheet flooring, carpet cleaning, interior window cleaning etc. evening or weekend work will be required for these tasks. In such cases, advance appropriate arrangements must be made with NRC's representative or his designate. No additional payment will be entertained for this work.

- We would like to clarify that this is saying the amounts paid for these services is listed in Table C and no additional payment outside of those in Table C will be given.
-

Question 3 NRC Response: Contractor should assume this type of floor work or interior window cleaning will need to be done during silent hours. i.e. after staff have left for the day (late evening), weekends or holidays. So pricing should be in accordance of how you pay your staff for such periods of work and no additional payment other than what is shown in the table will be entertained.

Question 4:
- In the Visitor Centre section on Pg 13 of 21, it says the following:
    o Visitor Center – Exhibit Displace Case Glass to be full cleaned monthly (May to Sept)
    o Visitor Center – Exhibit Displace Case Glass to be spot cleaned weekly (May to Sept)
- Is this glass not to be cleaned the remaining months of the year?
-

Question 4 NRC Response: For current scheduling we are contemplating very minimal use of the Visitor Center during the winter months. For bidding purposes No Visitor Center –Exhibit Diplay Case Glass cleaning will be required outside the months specified. If this requirement changes we may request additional cleaning of display cases and this will be paid for based on the level of effort at the hourly rate quoted in Table C for General Cleaner.