



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

**Bid Receiving Public Works and Government  
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1713 Bedford Row  
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Halifax  
Nova Scotia  
B3J 1T3  
Bid Fax: (902) 496-5016

**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

**Comments - Commentaires**

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

**Issuing Office - Bureau de distribution**  
Atlantic Region Acquisitions/Région de l'Atlantique  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
Halifax  
Nova Scot  
B3J 1T3

<b>Title - Sujet</b> Janitorial Services - Shearwater	
<b>Solicitation No. - N° de l'invitation</b> W010C-190157/A	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> W010C-19-0157	<b>Date</b> 2018-10-29
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$HAL-219-10522	
<b>File No. - N° de dossier</b> HAL-8-81038 (219)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2018-11-14</b>	
<b>Time Zone</b> Fuseau horaire Atlantic Daylight Saving Time ADT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Richard, Linda K.	<b>Buyer Id - Id de l'acheteur</b> hal219
<b>Telephone No. - N° de téléphone</b> (902) 402-9059 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>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>

## **SOLICITATION AMENDMENT 1**

**W010C-190157**

1. This amendment is issued in response to the following questions:

### **Question 1:+**

Section 1.8 Item 3

Would you please advise who supplies the salt and who fills up the salt boxes outside buildings?

#### **Answer 1:**

RPOS(H) Property Services provides the Salt and fills the boxes.

### **Question 2:**

Annex C Page 2, item 1.6, line 1.6.1 this states that the floors are to be stripped and waxed as determined by the janitorial administrator. Does this mean that if floors need to be done more than the one time included in the proposed price that all other times are paid for on an LPO?

#### **Answer 2:**

This means if the floors need to be done more than once a Task Authorization would be raised to pay for the extra stripping and waxing.

### **Question 3:**

Section 01 11 00 Page 7 1.7, Sat, Sun and statutory holidays. It states that 8 hours per day. Is the 8 hours a requirement for each building or 8 hours in total?

#### **Answer 3:**

Hours in total

### **Question 4:**

Section 01 11 00 Page 10 1.15. Supervision Item 2.

Can you please advise is this a working or non-working supervisor?

#### **Answer 4:**

Working Supervisor

### **Question 5:**

Section 01 61 00 Page 1 1.3.

Will there be a secure area in all three buildings where we can store equipment and paper products?

#### **Answer 5:**

Yes

### **Question 6:**

Page 16 of 36, Part 7, #3 Security Requirement, Item #1

It states that the contractor needs secret level. Does this apply to the company because item #2 states that personnel need secret level to work in sensitive areas. Do all staff in the buildings require secret level?

**Answer 6**

Yes all staff require to have Level II "Secret"

**Question 7:**

Section 01 11 00 Page 7 1.8 snow/ice removal #3, item 1. Will the contractor add money onto the monthly for each building or does it get added into labourer per hour?

**Answer 7:**

The Contractor must incorporate this amount into the contract bid and it is up to the bidder to add it where they see fit to add it to their bid.

**Question 8:**

Section 01 11 00 Page 7, 1.8. Snow/ice removal. In order for the janitorial staff to have all the main entrances and fire escapes cleared of snow and ice by 0730, the janitorial staff would be doing no cleaning in the building until after 7:30. Is this what we are to understand?

**Answer 8:**

Yes, (The Contractor may employ personnel separate from the normal janitorial staff for snow / ice removal so long as they meet the security requirements described in this document.)

**Question 9**

Page 22 of 36. Item 14-1. Can you please advise if a bid bond is acceptable in place of 1(a) certified cheque or 1(b) standby letter of credit?

**Answer 9:**

Please refer to SACC Manual Clause E0008C (2018-06-21) – Financial Security Definition. A government guaranteed bond is acceptable.

**Question 10:**

Page 22 of 36. Item 14 Contract Financial Security line 2 states that if required financial security is not received within the specified period, Canada may terminate the contract. Does this mean that the contractor will be given more time to provide it?

**Answer 10:**

It is expected that the contractor supply the required financial security within the specified period. Any extension is at the discretion of the Contracting Authority.

**Question 11:**

Are company uniforms permitted on site?

**Answer 11:**

Yes as per Section 01 11 00 Page 12, 1.21 Uniforms

**Question 12:**

How many cleaners are currently on site?

**Answer 12:**

4 cleaners for new contract Section 01 11 00 Page 7, 1.7 Location of Job Sites and Areas to be Serviced M-F (32 hours) and Sat, Sun & statutory holidays (8 hours)

**Question 13:**

Who is responsible for the consumable products (Toilet Paper, Hand Soap and Bags etc.) If it is the contract, do we work the price within the per m2 price? and if so do you have usage amounts?

**Answer 13:**

The contractor is responsible for the consumable products See Section 01 61 00 Page 2, 1.4 Supply requirements and we do not tell the bidders how they should price this into their bids for the contract. See below copy from the Spec.

#### **1.4 SUPPLY REQUIREMENTS**

.1 The Contractor will provide all materials including but not limited to the following:

- .1 toilet tissue;
- .2 paper towel (roll or multi-fold);
- .3 liquid germicidal soap;
- .4 liquid hand soap;
- .5 urinal deodorizer screen type;
- .6 gloves, reusable or disposable (e.g. latex, vinyl, nitrile rubber);
- .7 heavy duty, clear plastic bags for shredded paper, recyclables, and dry garbage; and
- .8 sani-bags.

.2 All material and cleaning supplies must be environmentally friendly / or green and scent free.

.3 The estimated monthly usage of the major supply items is shown below:

- .1 Supply Item / Estimated Monthly Requirement:
  - .1 toilet tissue, household type (2 ply) - 1,440 rolls (30 boxes);
  - .2 liquid hand soap (scent free) - 192 litres; and

.3 urinal deodorizer screen - 32 screens.

.4 The Contractor must ensure that all supplies are maintained at appropriate levels in sufficient advance of requirements.

.5 In the event that actual use exceeds the minimum shown above, the Janitorial Administrator will supply the necessary amount of materials to make up any shortages.

.6 Salt or urea for steps and landings will be supplied on site by DND.

## **2. Revision in Square Meters:**

The correct area for the three buildings is as follows:

1. SH 343 MH OSC- 6,880.00 Sq. M
2. HGR 342 – 2,580.00 Sq. M
3. HGR 344 – 2052 Sq. M

Total area: 11,512.00 Sq. M

Note that Annex C – Cleaning Frequency describes the Daily, Weekly, Monthly, 6 Monthly, Yearly, As Determined by Janitorial Administrator and As Required not all Sq. M of the building are cleaned daily bases.

All other terms and conditions remain unchanged