

Amendment 001 issued to modify the above-noted solicitation as follows:

**ANNEX "A" STATEMENT OF WORK
DELETE AS SHOWN
INSERT:**

**ANNEX "A"
STATEMENT OF WORK**

**REGIONAL INDIVIDUAL STANDING OFFER (RISO)
FOR CLEANING OF KITCHEN VENTILATION SYSTEMS AT THE DEPARTMENT OF NATIONAL
DEFENCE, CANADIAN FORCES BASE ESQUIMALT, VICTORIA, BRITISH COLUMBIA, CANADA**

1. GENERAL

The work under this standing offer comprises the furnishing of all labour, tools, materials, equipment and transportation required to clean kitchen ventilation systems on an as requested basis, for the Base Construction Engineering Office of Canadian Forces Base Esquimalt.

2. SITE OF WORK

The site of work is, but not restricted to the following areas of CFB Esquimalt known as: Dockyard, Naden, Work Point Barracks, Colwood, Bay Street Armoury, Ashton Armoury, HMCS Malahat and Albert Head.

1. Dockyard is located west of the City of Victoria approximately 8 kilometres at the western terminus of Esquimalt Road.
2. Naden is located at Admirals Road approximately 1 kilometre north of the junction of Esquimalt Road and Admirals Road.
3. Work Point Barracks is located west of the City of Victoria, approximately 5 kilometres via Esquimalt Road and Head Street. South on Head Street approximately 1 kilometre to the gates of Work Point Barracks - Head Street at Lyall.
4. Colwood is located approximately 10 kilometres west of the city of Victoria on Wilfert Road off of the Old Island Highway.
5. Bay Street Armoury is located at 715 Bay Street at the corner of Bay and Douglas Streets, Victoria, BC. Entrance via Field Street.
6. Ashton Armoury is located on Van Alman Ave, near Commerce Circle.
7. Albert Head is west and south of the City of Victoria via Highway 1 and 1A, Sooke Rd, Metchosin Rd to Duke Rd and follow approximately 2 km on Duke Rd to Albert Head Rd approximately 1 km south of Albert Head Rd to gate entrance.
8. HMCS Malahat is located at 20 Huron Street in the James Bay area of the City of Victoria.
9. Signal Hill 571 is located at 1587 Lyall Street.

10. Signal Hill 585 is located at 1587 Lyall Street.
11. Signal Hill 586 is located at 1586 Esquimalt Road.

3. WHMIS

- a. The selected contractor shall comply with all requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage, and disposal of hazardous materials; and regarding labeling and provision of material safety data sheets acceptable to Labour Canada and Health and Welfare Canada.
- b. **The contractor must deliver copies of WHMIS data sheets to Engineer when the contract is awarded.**

4. SITE AUTHORITY

Where it appears in these specifications, shall mean the Base Construction Engineering Officer (BCEO), Base Fire Chief or an authorized representative of the BCEO, who will make regular inspections and be available to ensure the specifications are adhered to.

5. TELEPHONE

Contractor must provide a telephone number at which he can be contacted during regular working hours (0800 to 1630 hours) Monday to Friday excluding Statutory Holidays observed in Canada. The Contractor must return calls within 2 hours and shall not refuse any call outs from site Authority.

6. SAFETY

- a. Movement around the various sites is subject to the following restrictions:
- b. Strict observance of posted speed limits.
- c. CFB Esquimalt is a NON-SMOKING AREA. Smoking restrictions and all other posted signs must be strictly adhered to.
- d. Damage caused through lack of care or observation of fire and safety measures by the Contractor's employees will be assessed against the Contractor.
- e. The Contractor shall comply with the Workers Compensation Board (WCB) Industrial Health and Safety Regulations of British Columbia.

7. SECURITY

See SECURITY section herein.

8. CONFINED SPACE ENTRY

All confined space entry must conform to the following:

- a. Canada Occupational Health and Safety Regulations, Part XI, Confined Spaces
- b. Worksafe BC, Occupational Health and Safety Regulation, Part 9: Confined Spaces

9. HEALTH & SAFETY

The contractor must ensure compliance on his part with the standards of Part II Canada Labour Code and the Occupational Health and Safety Regulations as well as compliance with the Workers Compensation Act and any regulations thereunder the said Act having to do with the prevention of accidents, the prevention of diseases and the provision of safe working conditions including proper personal protection equipment and ventilation. In the event of conflict between the Workers Compensation Act and regulations and Canada Labour Code Part II, and Occupational Health and Safety Regulations, the most stringent provision applies.

10. DAMAGES

The contractor at no cost to the Crown shall rectify any damages resulting from work carried out by the Contractor or his representative.

11. STANDARD OF WORK

All work referred to in this contract must be carried out in a first class manner in accordance with section (15) Methods of Work, and the most current edition of the National Fire Protection Association 96 "Ventilation Control and Fire Protection of Commercial Cooking Operations", by qualified technicians to the complete satisfaction of the Site Authority, and Base Fire Inspectors.

12. TRAINING

Contractor must ensure that all employees assigned to work on DND property have been fully trained, and have been instructed on the safe work procedures as they apply to the equipment to be worked on and the equipment required, to do the work.

13. INSPECTION OF WORK

The Base Fire Hall or the Site Authority shall carry out inspection of the work.

14. EQUIPMENT

The Contractor shall supply all equipment necessary to carry out the work, including:

- a. Floor squeegee.
- b. Mops, pails, washtubs and drop sheets.
- c. Step ladders to reach canopies and extension ladders to reach roof tops if no other access exists.

15. MATERIALS AND METHOD OF WORK

- a. Prior to any work taking place, any electrical switches, which could be accidentally activated, shall be locked out.
- b. Components of the fire suppression system shall not be rendered inoperable during the cleaning process.
- c. All components of the system (canopies, ducts, access panels, fans, fan housings, grease filters and accessories) shall be dismantled where necessary to provide full access for cleaning. **Cleaning will include wiping around lighting bulbs and fixtures.**
- d. Drop sheets shall be employed around the work area and to cover and protect equipment, fans and motors, and to collect the cleaning solution into pails.
- e. Workers shall take every precaution when standing on industrial kitchen equipment not to cause any damage. Any equipment damage, which can be attributed to the contractor, will be repaired by DND and charged back to the contractor.
- f. A mild, non-toxic, non-flammable detergent shall be used.
- g. Where necessary, interior surfaces shall be scraped to bare metal, prior to the application of degreasing solution. Care shall be taken not to apply cleaning chemicals on fusible links or other detection devices of the automatic extinguishing system.
- h. The contractor will provide a complete system wash down using high pressure or steam cleaning system, while collecting wash down residue in plastic pails.
- i. **Cleaning must be from top to bottom as far as Contractor can reach i.e., hood and throats. Cleaning consists of four (4) steps: 1) Clean hood, 2) Clean filters, 3) Clean throats, and 4) Polish. Extra work to be priced separately on an "as and when requested" basis in accordance with item 15 (Labour rate) of Financial Evaluation Table B.1 at Annex B.**
- j. Grease filters are to be degreased and pressures washed or steam cleaned, and re-installed into the ventilation system.
- k. All exterior surfaces of hoods and canopies are to be polished and left in a streak free condition.
- l. On completion of the cleaning, the Contractor shall ensure the proper operation of the exhaust systems.
- m. All cleaning residue must be collected. The Contractor must take away all residues upon the completion of the hood cleaning and dispose of it off of DND premises in accordance with applicable CRD laws and regulations.
- n. The Contractor must make note of any repairs needed to the system, and report this to the site authority for his action.
- o. All work to be performed shall conform to the most current edition of the (NFPA 96) "Ventilation Control and Fire Protection of Commercial Cooking Operations".
- p. Any areas of the system not reasonably visible for inspection cleaning will be noted in writing.

- q. All areas of the exhaust system will be cleaned to a point where the metal is clearly visible (bare metal).
- r. After the job, any areas not accessible, or not cleaned to bare metal will be reported with an explanation in writing to the site authority.
- s. The Contractor will supply a book at each site containing, date and time system is serviced, name and signature of the Contractor's employee, and name of the escort if applicable.
- t. Fire suppression links and cables shall be gently cleaned; no chemical residues shall be left on them.
- u. When cleaning procedures are complete, all electrical switches and system components shall be returned to an operable state. All access panels (doors) and cover plates shall be replaced, any damaged gasketing must be repaired/replaced. Dampers and diffusers shall be placed in their original position for proper airflow.
- v. All nozzle seals are to be protected from damage during cleaning. The contractor will replace damaged seals.
- w. Building security is to be maintained both during and after the work is completed and while the crew is on premises.
- x. All access panels must be opened and proper gasketing will be used when re-installing. All access panels must be properly secured.
- y. There should be no application of any moisture near fan motors.
- z. Fan belts will be checked.
- aa. Where applicable, fan bearings will be lubricated.
- bb. Workers must take all precautions to protect roof membranes.
- cc. All kitchen equipment must be returned to its location and operational state.
- dd. All floors, walls and other areas affected by the cleaning process will be cleaned up afterwards.
- ee. No refrigerators are to be unplugged.
- ff. No garbage or grease residues will be left on the equipment or premises.
- gg. Smoking on the roof or in the kitchen areas of the restaurant is prohibited.

Note: If the contractor fails notify the site authority of any difficulty in accessing any area of the exhaust systems or if there are any system deficiencies, it will be assumed that all areas were operational and accessible, and cleaned to bare metal in accordance with NFPA 96. Any areas that are not cleaned in accordance with this specification or NFPA 96 will be noted by the site inspection authority, and could be cause for contract termination. [The contractor must inform the DND Site Authority of any equipment that does not comply with current regulations.](#)

16. SCHEDULING/HOURS OF WORK

- a. In all of the kitchens, the work will be executed during the hours between 1400 and 0200 (2:00 PM and 2:00 AM) Monday to Friday excluding Statutory Holidays observed in Canada. The time frame from 2PM-2AM refers to the hours of access the Contractor may need do the work. At no time does a building's kitchen hood or hoods take a 12-hr shift per visit. Usually most cleaning is done in 2 to 4 hours in the late afternoon.
- b. The Contractor will be provided with a list of units to be cleaned that month. The Site Authority will provide this list no later than the end of the first week of each month and the Contractor will make arrangements with the Kitchen Authority scheduling dates and times for canopy cleanings. The Contractor will send the cleaning schedule to the Site Authority when arrangements have been completed.
- c. The Kitchen Authority shall determine the dates and times for service, a contact list is supplied in section 18 below.

17. INVENTORY

| BLDG # | AREA | UNITS | CANOPY SIZE | GREASE FILTERS | Cleaning Frequency |
|---|-------------------|----------|----------------|----------------------------|--|
| DOCKYARD | | | | | |
| 85 (Sub Mariner) | Galley Ovens | 1 | 46" X 117" | 5 filters | Every second month |
| | Galley Grill | 1 | 46" X 117" | 5 filters | (January, March, May, July, September, and November) |
| 85 (Sub Mariner) | Galley Dishwasher | 1 | 36" x 36" | 0 filters | Once a month |
| 100 New Wave | Fry Area | 1 | 43" x 108" | 4 filters | |
| | | 1 | 4' x 8' | 3 filters | |
| 250 | Cooking Area | 1 | 150" x 39" | 4 8 filters | Once a month |
| | Serving Area | 1 | 46" x 116" | 6 filters | |
| | Serving Area | 1 | 50" x 90" | 4 filters | |
| | | | | | |
| SIGNAL HILL | | | | | |
| 571 | Cook Area | 1 | 162" x 42" | 8 filters | Once a month Not operating. |
| | | | | | |
| 585 - The exhaust fan is on the roof 6 stories up. | Bake Shop | 1 | 120" x 50" | With grease catcher | Once a month Not operating |
| | Main Galley | 1 | 240" x 98" | With grease catcher | |
| | Grill | 1 | 48" x 48" | With grease catcher | |
| 586 (Officer's Mess) | Char broiler | 1 | 20' x 12' | 9 filters | Once a month |
| | Stack ovens | 1 | 5' x 10 | 2 cartridges | |
| | Serving Area | 1 | 4' x 9' | 2 cartridges | |
| WORK POINT 1373 NOTC | Galley ovens | 1 | 60" x 144" | 10 filters + 10 coalescers | Once a month |
| | Short Order Area | 1 | 48" x 72" | 5 filters + 5 coalescers | |
| | Short Order Area | 1 | 48" x 96" | 6 filters + 6 coalescers | |

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001
 File No. - N° du dossier
VIC-8-41181

Buyer ID - Id de l'acheteur
 Vic246
 CCC No./N° CCC - FMS No./N° VME

| BLDG # | AREA | UNITS | CANOPY SIZE | GREASE FILTERS | Cleaning Frequency |
|--|------------------|-------|-------------|--|--|
| NADEN 34 (Nelles Block) | Breakfast Grill | 1 | 66" x 60" | 5 filters + 5 coalescers | Once a month |
| | Sandwich Bar | 1 | 60" x 108" | 8 filters + 8 coalescers | |
| | Fry Area | 1 | 60" x 144" | 10 filters + 10 coalescers | |
| | Steam Cooker | 1 | 60" x 144" | 10 filters + 10 coalescers | |
| | Grill | 1 | 60" x 144" | 10 filters + 10 coalescers | |
| | Steam Kettles | 1 | 60" x 144" | 10 filters + 10 coalescers | |
| | Steam Pots | 1 | 60" x 144" | 10 filters + 10 coalescers | |
| | Stack Steamers | 1 | 132" x 235" | 0 filters Not sealed – Handwashing only | |
| | | | | | |
| NADEN 34 (Nelles Block) (Cont'd) | Char Boiler | 1 | 90" x 174" | 8 filters | |
| | Bake Ovens | 1 | 45" x 174" | 4 filters | |
| | Bake Shop | 1 | 53" x 62" | 6 filters | |
| | Serving Area | 1 | 42" x 110" | 4 filters | |
| | Serving Area | 1 | 54" x 168" | 8 filters + 8 coalescers | |
| NADEN 141 (Fire Hall) | Serving Area | 1 | 53" x 60" | 4 3 filters + 3 coalescers | January, May, September |
| | Cooking Area | 1 | 4' x 8' | 4 x 20"x24" filters | |
| COLWOOD 104 | Cooking Area | 1 | 96"x 96" | 4 filters | Every second month (February, April, June, August, October, December) |
| | Dishwashing Area | 1 | 40" x 40" | | |
| ALBERT HEAD 1015 Ducting, cooking area, two (2) 3' x 12" vertical joining 4' x 24" horizontal fryer area, 3' x 18" to a 90° bend 4' x 18" horizontal. Ladder required to access two (2) roof mounted fans approx. 10' above grade. | Cooking Area | 1 | 142"x 48" | 6 filters | Every other month (January, March, May, June, July, August, September, October) |
| | Fryer Area | 1 | 96" x 48" | 8 filters | |
| ASHTON ARMOURY | Cooking Area | 1 | 192" x 48" | No filters | As requested In accordance with Dockyard Fire Department Once a year |
| | Cooking Area | 1 | 84" x 43" | 4 filters | |
| BAY ST. ARMOURY Rm 315 4' of 8" horizontal duct. | | | | | |
| | | | | | |

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| BLDG # | AREA | UNITS | CANOPY SIZE | GREASE FILTERS | Cleaning Frequency |
|--------------|--------------|-------|------------------------|----------------|--------------------|
| HMCS MALAHAT | Cooking Area | | 94" x 48" 60" x 34" | 4 filters | |

18. GALLEY CONTACTS

| BLDG # | AREA | PHONE NUMBER |
|-----------------|---------------|--|
| | | <i>Will be provided at time of Standing Offer issuance</i> |
| 1073 | Work Point | |
| 1015 | Albert Head | |
| Ashton Armoury | Vanalman Ave. | |
| Bay St. Armoury | Bay St. | |
| HMCS Malahat | 20 Huron St. | |
| 34 | Naden | |
| 141 | Naden | |
| 85 | Dockyard | |
| 100 | Dockyard | |
| 250 | Dockyard | |
| 571 | Dockyard | |
| 575 | Dockyard | |
| 585 | Dockyard | |
| 586 | Dockyard | |
| 104 | Colwood | |

--All other terms of the solicitation remain unchanged--