

Questions and Answers

TITLE: Health Canada - Janitorial Services for RBP, SFB, OHU and LCDC buildings

RFP #: 1000216466

Q & A - 1 to 6

Q-1: Bill 7 information

A-1: The request was sent to the two actual service providers to send me the required information (see attached) as soon as possible. I will forward it as soon as I get it.

Q-2: Security requirements for Radiation Protection Building (RPB) and RCMP section of Laboratory Center for Disease Control (LCDC) Building

A-2: The RFP is amendment to reflect the Secret level of security required by the employees for the RPB building. The company also requires that level.

For the RCMP section of the LCDC building, instructions will be forwarded to the winning company. Presently, employees without the RCMP clearance are escorted.

Q-3: Hours of work for Routine Cleaning Operations

A-3: As per Section 1, hours are from 7:00 to 17:00 Monday through Friday. One amendment is made for the vacuuming of office space to take place after 17:00. Refer to amended RFP, Section 1 Routine Cleaning Operations (page 30) and Section 2 (page 35) 6: Carpeting and Rugs

Q-4: Areas for which there is no waxing of floors

A-4: Sir Frederick Banting Bldg (SFB) Animal wing on 3rd and 4th floor and RCMP section of LCDC bldg.

Q-5: Carpet area of SFB bldg.

A-5: Whole building is approximately 30% carpet and 70% resilient tiles.

Q-6: I am writing in regards to the Mandatory Criteria (M2) of the request for proposal.

The section outlines the following:

“The Bidder must demonstrate that the proposed site supervisor, their back-up as well as the proposed cleaner(s) and their back-up(s) each have a minimum of two (2) years of experience in their respective roles (within the past 5 years) providing a janitorial service that is similar in scope to the work described in the statement of Work of this RFP.”

“The Bidder must provide a resume for each proposed individual and their back-up and include the following.....”

Please clarify that Health Canada is ONLY requesting resumes for the proposed Site Supervisor as well as their back up. In accordance with Ontario Law, the awarded contractor MUST hire existing janitorial staff that work at the site. Therefore, unless health Canada will be providing copies of resumes for all existing staff at the site, the requirement for resumes to be provided for all janitorial staff should be removed from the RFP.

A-6: Health Canada requires the resumes of each company's actual employees that would be assigned to this requirement. The actual service providers will also be providing the resumes of their actual employees at the time of bid submission.