

# Addendum / Addenda

No./N°  1
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Project Description / Description de projet <b>Solicitation No. 20-58011: Janitorial Services – Nanotechnology Research Centre</b>		
Solicitation No./ N° de sollicitation  <b>20-58011</b>	Project No./N° de projet	W.O. No./N° d'ordre de travail
Departmental Representative / Représentant Ministériel  <b>Steve Cassidy</b>	Date  <b>July 13, 2020</b>	
1. Are you able to provide a Material Supply List of products?	Soon to follow.	
2. Will HTP cleaning be part of the RFQ or would that be considered an Extra ? For example, at our other facilities we have in place a HTP's cleaning every hour.	HTP cleaning is currently being billed as an extra and is not written in the scope of Statement of work in section 2 OR the Operation, standards and frequency Tables in section 3, this is because it is going to be an ever-changing environment for the foreseeable future. We want emphasize that all primary and secondary stairwell handrails, as well as the push bars and door handle for the stairwell doors are sanitized daily in the scope of work presented in section 2.11.1 and 2.12.1. those sections are also reference in the tables in 3.3.	
3. Hand sanitizer, is this to be supplied by the contractor?	We supply and refill our own hand sanitizer. It is not in the scope.	
4. Are the plants real and are watering them in the scope of work?	They are real and the cleaning contractor is not responsible for watering them. Dusting the pots they are in, and should be kept on the same schedules for cleaning areas that have plants in them. For example, offices, the admin area, any meeting rooms such as the Zaidee Jenson room where the Q/A was held, the eating area on floor #3.	

5. Are lamp changes in the scope	No, and there is no mention in the statement of work
6. Floor type space plans	Coming.
7. Frequencies for washrooms:	This was a misunderstood question, but I get it now. Toilets on the 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> , and 4 <sup>th</sup> floors are cleaned to an APPA level 1 standard once a day. If there is a need to address it again after that (such as; attempting to unclog a toilet with plunging it, a need to spot clean some floor space, a toilet needs to be addressed again, a garbage needs to be re-emptied, or some other detail) It will be brought to the contractors leads attention, and the expectation is that that is in the scope of the tender, not extra work and billed as such. The contractor is not expected to continually monitor the washrooms throughout the day after the initial cleaning to ensure it remains at an APPA 1 level.
8. Parking space.	We have limited parking for contractors, and as such do not offer parking for all the housekeeping staff. An exception will be made for one vehicle that is dedicated for the transport of all individuals performing the work at NANO, and not for leaving the site for other activities or work.
9. Are the labs in scope	No.
10. Are the sanitization stations in scope	No
11. Are the windows in the pedway in scope	No window cleaning is in scope except for where mentioned in the statement of work.
12. Is floor waxing in scope	Strip and wax will be at request and considered an extra
13. What is the expectation of the bid during the crisis.	We have currently modified some of the frequencies to reflect the special circumstances. We want to emphasize that the bid is for what is presented in the documents. We expect the contractor to be flexible in working with us in

	potentially changing frequencies in areas as the situation unfolds, and adjusting billing to reflect that.
14. The interactive tablet mounted to the wall in the EM suite	It will be considered a horizontal surface for the purpose of the bid. It is not being used now, but as occupancy in the building increases over a long period of time, that may change.
15. Are the kitchens included	Yes. Seven kitchenettes in all. Called food prep and service areas in the statement of work. Section 2.3.11, 2.4.11, 2.4.2, 2.5.1
16. Occupancy numbers per floor	The entire building is currently under reduced and restricted occupancy. Prior to the pandemic the following numbers could be expected: 5 <sup>th</sup> and 6 <sup>th</sup> floor expect 80-100 occupants in a regular semester. 4 <sup>th</sup> floor – in a regular work period 75-85 occupants during weekdays 0-3 60 to 70 occupants combined on all floors.
17. Any maintenance	Changing and maintaining supply of toilet paper, hand towels, soap dispensers, urinal sanitation pads, priming the floor drains, maintenance and cost of maintenance and repair for equipment needed to perform work, attempting plunging of clogged toilets or sinks ( if unsuccessful we call a plumber)

**Upon request, the text above can be provided in French.**



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