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ASSISTANT DEPUTY MINISTER (INFRASTRUCTURE AND ENVIRONMENT)

Real Property Operations Group



Site Visit Briefing Service Contract Janitorial #5

Contract Section



RPOD(Gt)

WO P. Lepage

13/01/2021

Canada



Agenda

- Overview
- Specific requirements
- Pictures and site plans



Overview

- Work specified in this Service Contract covers the furnishing of all cleaning materials, labour, tools, equipment, supervision, travel and profit, required to provide complete janitorial services for the various buildings located at 5 CDSB Gagetown, as directed and specified herein.
- The complete and detailed description of work specified herein, is located in Section 01 11 00 "Summary of Work" and supplemented by Annex B "Cleaning Frequencies".



Overview (cont)

- The period of this Service Contract is from 01 April 2021 to 31 March 2022 with the option to renew two-one year periods.
- This presentation will be replacing the site visit for the requirements of this tender due to COVID restrictions.
- Refer to Instructions to Bidders for complete information, this presentation will only highlight notable requirements.



Specific Requirements: Products

- General product requirements are listed in the Summary of Work
- Products of note:
 - All material/products for A-47, A-337, A-338 and Mental Health will be of Hospital grade cleaners.
 - The Contractor must use **Hospital Grade Disinfectants for cleaning the Hospital Facility and Dental Clinic. No other product are acceptable.**



Specific Requirements: Products

- Hospital-grade disinfectants for use in the clinical office include:
 - Alcohols (70-95% ethyl or isopropyl alcohol);
 - Chlorine;
 - 5.25 Sodium hypochlorite at 50,000ppm (i.e., 1:50 dilution of household bleach);
 - Calcium hypochlorite;
 - Phenolics (must not be used for toys or equipment that comes into contact with infants);
 - Quaternary Ammonium Compounds (QUATs); and
 - Hydrogen Peroxide Enhanced Action Formulation.



Specific Requirements: Products

- Hospital-grade cleaning and disinfecting products:
 - Must have a drug identification number (DIN) from Health Canada (www.hc-sc.gc.ca/dhp-mps/prodpharma/databasdn/index-eng.php) if it contains a disinfectant;
 - Must be used according to the manufacturers' recommendations for dilution, temperature, water hardness and contact time; and
 - Shall be used according to the product's Safety Data Sheet (SDS).



Specific Requirements: Equipment

- General equipment requirements are listed in the Summary of Work
- Equipment of note:
 - Wet/dry canister vacuums with an adaptable power head hook up and maximum noise level 60-70 dB. Supplied in sufficient numbers throughout the various buildings, in order to properly provide the cleaning services for the buildings listed in Annex A, at the required frequencies listed in Annex B.
 - One vacuum each for buildings A-47, M-2.



Specific Requirements: Equipment

- Equipment of note (cont):
 - Floor maintainers/auto scrubbers, minimum working width 50cm. Supplied in sufficient numbers throughout the various buildings, in order to properly provide the cleaning services for the buildings listed in Annex A, at the required frequencies listed in Annex B.
 - One scrubber each for buildings A-47, A-337 and M-2.
 - Floor machines, working width 50cm, dual speed of 75 RPM low and 300 RPM high floater type. Supplied in sufficient numbers throughout the various buildings, in order to properly provide the cleaning services for the buildings listed in Annex A, at the required frequencies listed in Annex B.
 - One machine each for buildings A-47, M-2.



Specific Requirements: Equipment

Ride on floor maintainer/auto scrubber, required to clean the **field house and indoor track** in buildings M-2. The following will be considered minimum requirements:

- Length = 152cm;
- Height = 127cm;
- Width/frame (roller to roller) = 74cm;
- Width/scrub head for 65cm scrub head = 85cm;
- Width/scrub head for 80cm scrub head = 91cm;
- Width/rear squeegee for 65cm scrub head = 85cm;
- Width/rear squeegee for 80cm scrub head = 100cm;
- Brush diameter for 65cm scrub head = 33cm;
- Brush diameter for 80cm scrub head = 41cm;
- Scrubbing path width for 65cm scrub head = 65cm;
- Scrubbing path width for 80cm scrub head = 80cm;
- Solution tank capacity = 110L;
- Recovery tank capacity = 110L;
- Operating sound level not to exceed 70dB; and
- Travel speed = 6.4 km/hr.



Specific Requirements: Equipment

Walk Behind Sweeper for the **field house and indoor track** in buildings M-2. The following will be considered minimum requirements:

- Clean Path = 90cm
- Brush speed = 390rpm
- Main brush length = 50cm
- Side brush diameter = 35.4cm
- Debris hoppr volume capacity = 60L
- Filtration type = 99.97 @ 0.3 microns
- Filter area = 3m²
- Length = 108.5cm
- Width = 80cm
- Height = 65cm
- Operating sound level not to exceed 70dB



Specific Requirements: Locations

- **Medical and Dental Buildings:**

- There is one main base hospital complex. Due to the nature of operations, special janitorial considerations need to be taken. This building will require special janitorial staffing as listed herein, and have specific cleaning frequencies as listed in Annex B.
- A-47 and A-337: The main base medical and dental facilities. The cleaning schedule for these buildings will be broken down into two cleaning shifts, a day shift and an evening shift. The day shift will commence no later than 0730. This day shift will be composed of two cleaners: one assigned per building, but they may overlap to assist one another as necessary. The evening shift will commence at 1400 and complete at 2230. The evening shift will be composed of three cleaners: two assigned to building A-47 and one assigned to building A-337, but they may overlap as necessary. These buildings are all open Monday through Friday, 0730 to 1600, but closed on weekends and statutory holidays.



Specific Requirements: Locations

- Medical and Dental Buildings (cont):
 - A-47 is expanding and when the new part opens cleaning will depend on the risk category of cleaning needed for different sections of the building, risk Categories and examples of functional areas are as follows:
 - **Very High: Central sterile reprocessing**
 - department & sterile supply.
 - **High: Urgent care, procedure rooms**
 - (Medical/dental, washrooms & showers.
 - **Significant Risk: General pharmacy, physio,**
 - lab, medical imaging, exam rooms, waiting and public areas and staff kitchens.
 - **Low Risk: Administrative areas, non-sterile**
 - supply, medical records, archives offices and staff lounges.



Specific Requirements: Locations

- Medical and Dental Buildings (cont):
 - Risk categories and their cleaning and disinfection frequency are as follows:
 - **Very High: One full clean and disinfect**
 - daily with spot cleaning and as required all day.
 - **High: One full clean and disinfect daily**
 - with spot cleaning and as required all day.
 - **Significant Risk: One full clean and**
 - disinfect daily with spot cleaning and as required all day.
 - **Low Risk: One full clean and disinfect daily**
 - with spot cleaning and as required all day.
 - Mental Health: This building is located off base on Restigouche Rd N. It is a consulting clinic. It is mostly private/consulting offices and reception areas.



Specific Requirements: Locations

- Recreation Buildings:
 - M-2: The Base gym. This is a recreational facility that is used by the public as well as military members. There needs to be three cleaning shifts put in place at the gym, a day shift, an evening and a night shift. These are required in order to cover off the gym 24 hours a day, as certain areas can only be thoroughly cleaned when the facility is closed.
 - Each cleaning shift is to have at a minimum two cleaners on it, and the day and evening shifts must have one female cleaner and one male cleaner, in order to clean the locker rooms while the gym is open. The gym is open 365 days a year, and therefore requires the same scheduling on weekends and most holidays. It is open weekdays from 0530-2200, Saturday and Sunday from 0800-2200, and Holidays from 1200-1700.



Specific Requirements: Locations

- Recreation Buildings (cont):
 - M-2: Two indoor pools. Both indoor pools must be acid washed yearly with regular muriatic acid. This is normally done in conjunction with the yearly pool maintenance completed by the base over the Christmas holidays. Precise dates will be coordinated/confirmed by the Engineer with the Utilities Officer, then communicated with the contractor.



Specific Requirements: Location

- **Public Buildings:**

- Public buildings provide services to members of the military and their dependants, as well as members of the public service and their dependants, and to members of the general public. Due to their public nature and high traffic potential, special janitorial services and/or frequencies may be required.
- Youth Centre: The MFRC Youth Centre. It provides drop in services for teens and youths. This building is located off base on St Lawrence. It contains computer rooms, lounges, and common spaces, as well as offices.
- A-45: The Military Family Resource Centre (MFRC). This building is located off base on St. Lawrence. It contains offices, conference rooms, classrooms, a daycare and the Deployment Support Centre. One cleaner is required to maintain this space daily, Monday to Friday.



Specific Requirements: Windows

- Building Windows:
 - Windows are to be cleaned inside and outside semi-annually (once in the spring and once in the fall of the year) for buildings listed in "Annex A" with the exception of buildings listed in sub-section 3.15.2. Window glass is to be cleaned the entire length and width of the glass.
 - All window screens will be removed to clean the windows and installed after cleaning by the contractor at no additional charge. Fixed screens will be reported to the Engineer.

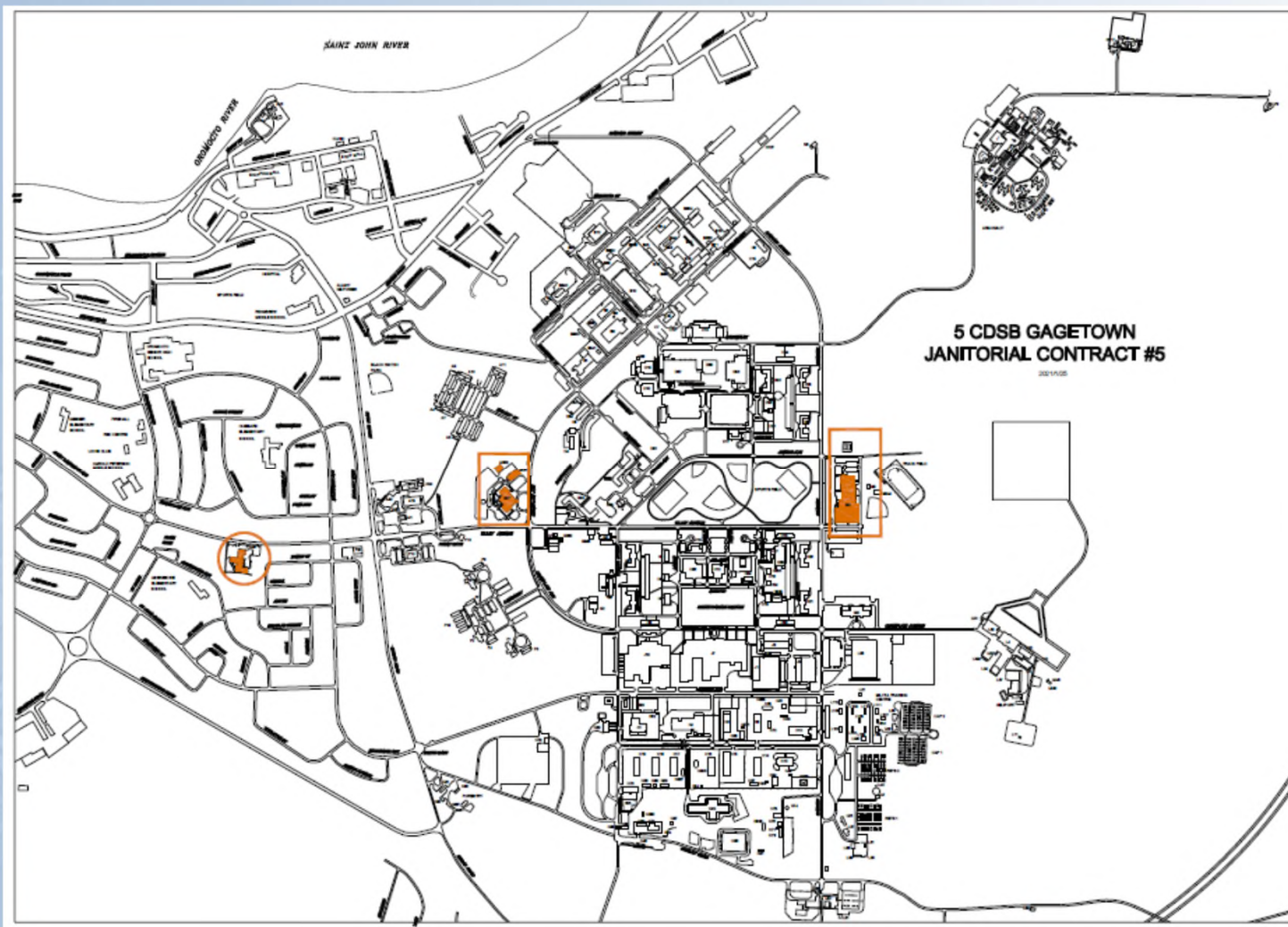


Specific Requirements: WHMIS

- Comply with regulations regarding Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage and disposal of hazardous materials; and regarding labelling and provision of material safety data sheets acceptable to Human Resources and Skills Development Canada and Health Canada.
- The Contractor must provide proof that all staff working onsite have received WHMIS training prior to the employees commencing work.

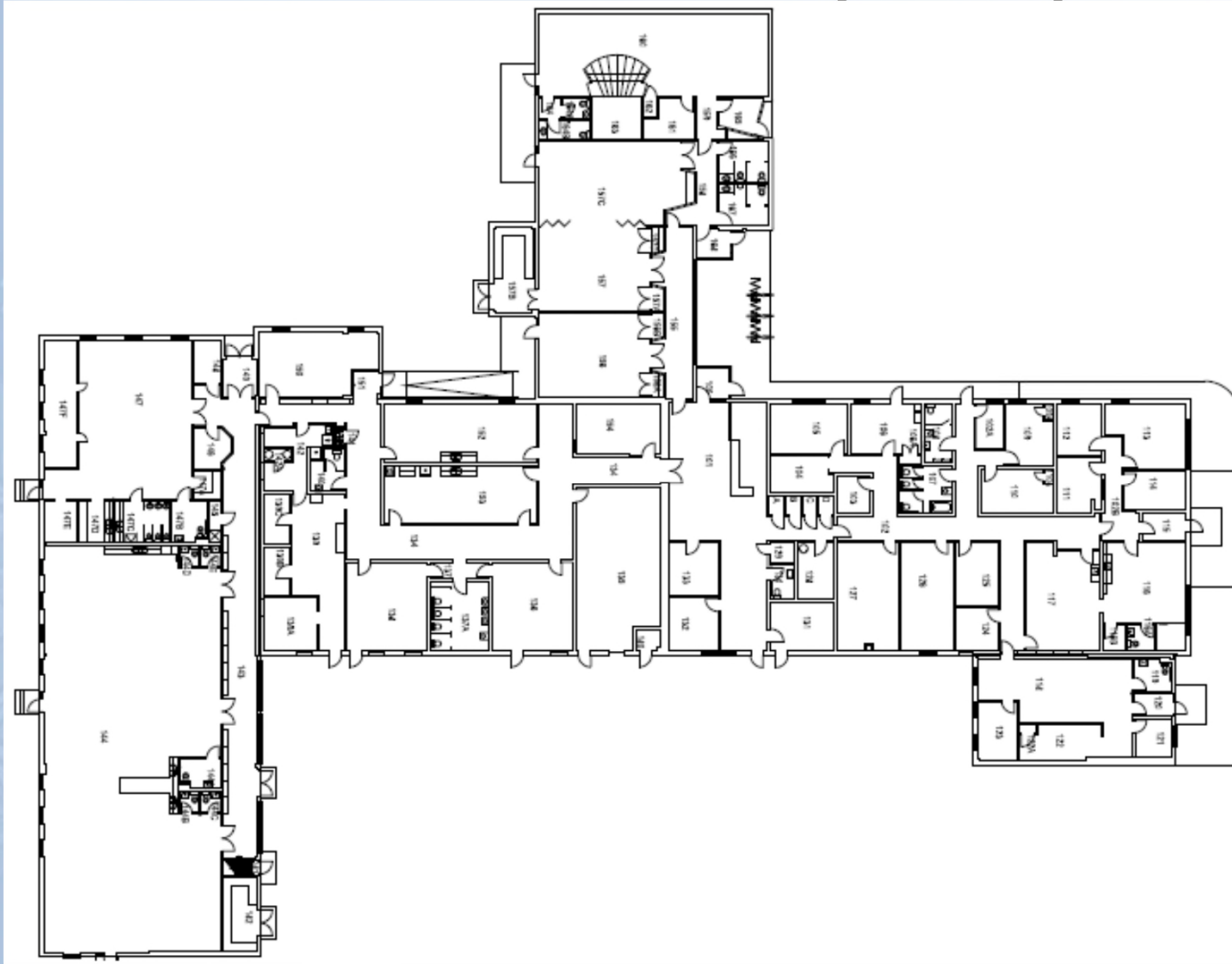


Building Location





Picture and Site Plan (Cont) A-45





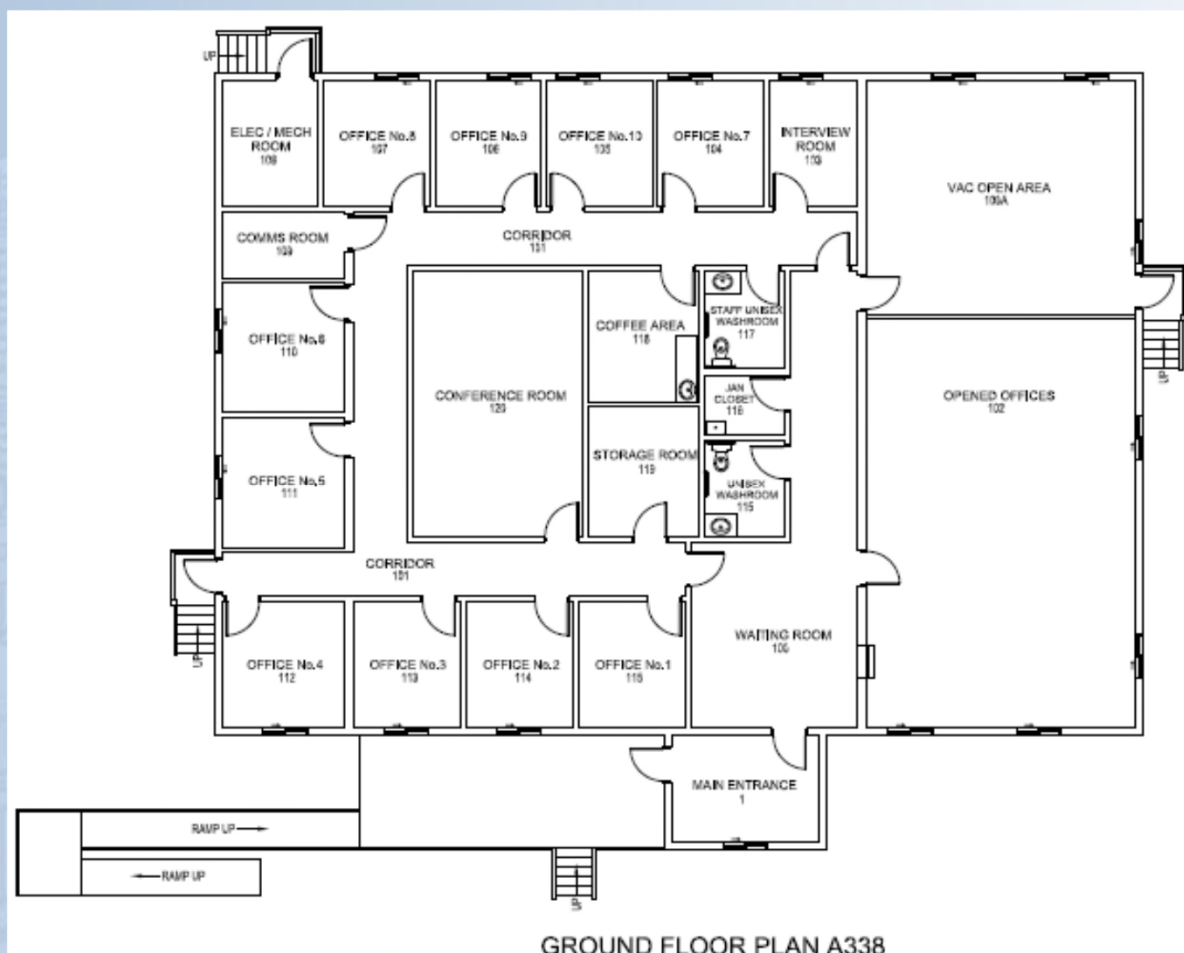
Picture and Site Plan (Cont) A-47





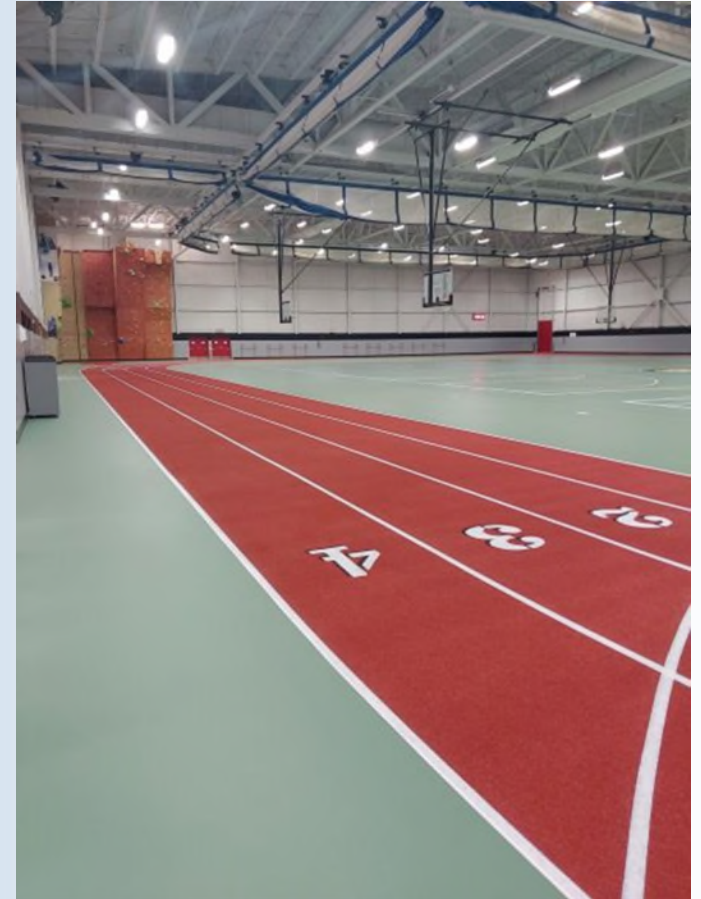


Picture and Site Plan (Cont) A-338



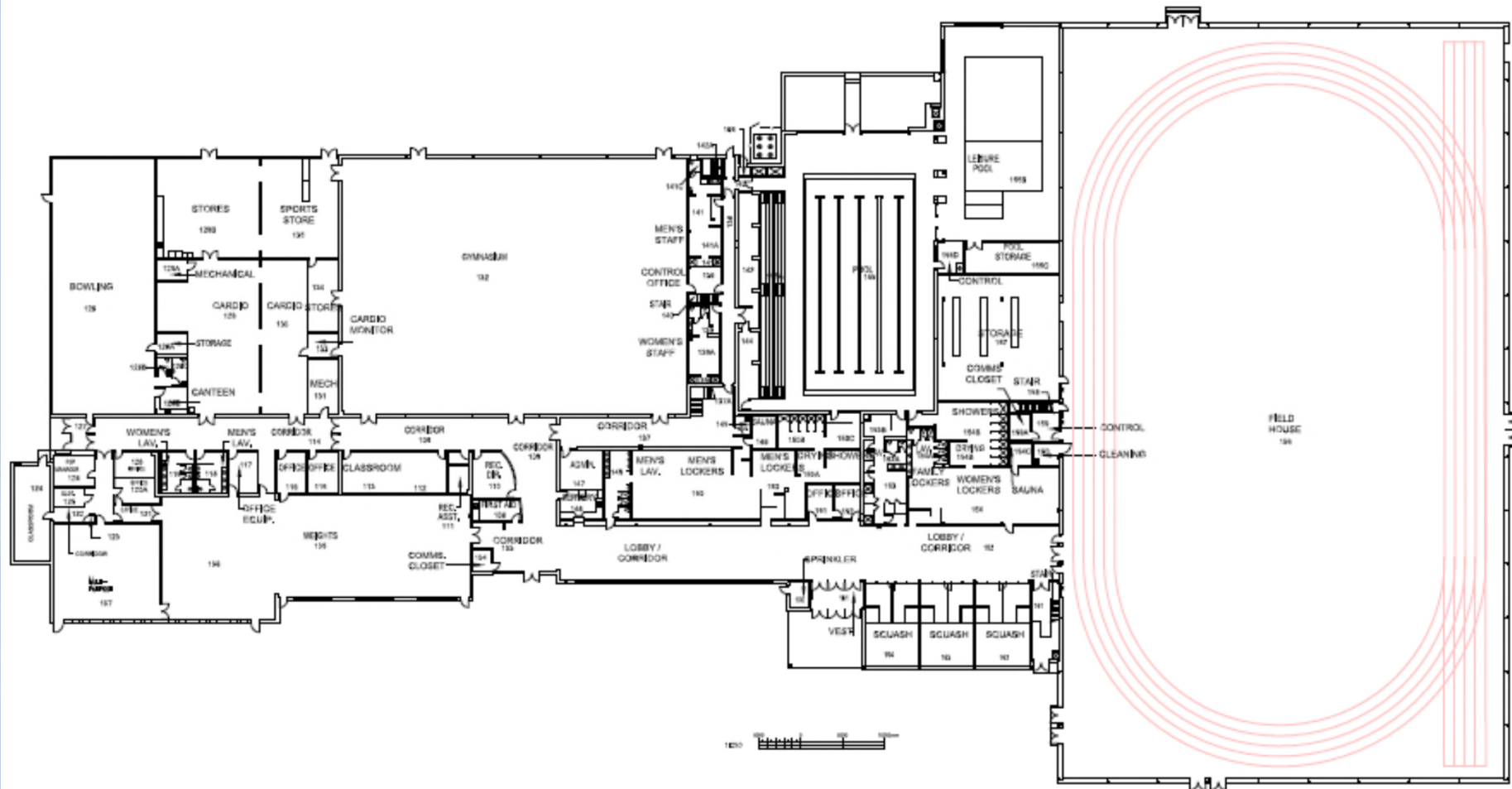


Picture and Site Plan (Cont) M-2





Picture and Site Plan (Cont) M-2



FLOOR PLAN M2



Picture and Site Plan (Cont) M-2





Picture and Site Plan (Cont) M-2





Picture and Site Plan (Cont) Mental health

- 57 Restigouche
- 2 story 4 bathrooms all identical





Picture and Site Plan (Cont) Youth Center

