



ANNEX "A" - STATEMENT OF WORK

1. Title

Janitorial Services for Waterton Lakes Visitor Reception Center Complex (VRC).

2. Scope

2.1. Objective

Provision of janitorial services at the Waterton Lakes VRC complex. Including the Administration building (Bldg B), Bathroom building (Bldg C) and the VRC (Bldg A) located at 404 Cameron Falls Drive in the townsite of Waterton.

2.2. Terminology

Common Area includes open office space, washrooms located in Units A and B, coffee room, Unit A lobby, break room, Unit A board room and Unit A sink area available for use by more than one (1) Parks Canada employee.

Flight of Stairs includes steps and risers situated between two (2) floor levels including landings.

Green Product means cleaning products that are biodegradable, phosphate-free, odourless or low-odour, low volatile organic compounds (VOC) products for all general-purpose cleaning. All cleaning products used must meet the Environmental Choice Program Certification ("Eco-Logo") criteria or equivalent.

High Traffic Areas includes entrance lobbies, corridors and traffic aisles in Unit A, B and C.

Materials include all products as required for the performance of the Work, in addition to all supplies necessary for the physical cleaning of the buildings unless otherwise specified.

Office Equipment includes but is not limited to computer monitors, keyboards, mice, CPU towers, telephones and other pieces of movable equipment located within an office space. Additionally, Office Equipment includes but is not limited to the printer, fax machine and shredder located in the Common Area of Unit A and C.

Public Areas include all areas accessible by the public in the Unit A, B and C.

Routine Cleaning means cleaning operations which are specified to be performed monthly or more frequently such as weekly or daily.

Scheduled Operations means cleaning operations which are specified to be performed less frequently than monthly such as every two months, three times a year, quarterly, semi-annually or annually.

3. Requirements

3.1. Tasks

The Contractor must:

- (a) Supply all labour, tools, equipment and supplies necessary for the physical cleaning of the worksite and materials as required for the performance of the Work;
- (b) Follow and sign an itemized log chart posted on the back of doors when Routine Cleaning and Scheduled Operations are performed;
- (c) Inform the Project Authority immediately of any deficiency or damage that may render such building or interpretive exhibit unserviceable for public use discovered during performance of the Contract.

- (d) Perform minor unplugging of drains, as required.
- (e) Upon arrival and completion of cleaning, ensure that the buildings are secure, i.e. windows closed and latched, doors locked and security alarms set. In the event that someone and/or something has broken into the buildings or the security alarms have not been set, the Contractor must notify the Project Authority immediately.
- (a) The Contractor must submit a sample of all materials proposed to be used to the Project Authority for approval before use. Ensure that where substances classified as controlled products, under the Controlled Products Regulations, are to be used in Crown-owned facilities, that:
 - i. The Contractor's employees receive appropriate training as per provincial/ federal regulations and the Workplace Hazardous Material Information System (WHMIS); and
 - ii. Controlled products are brought to the attention of the Project Authority.
- (f) Submit a sample and accompanying Material Safety Data Sheets for all applicable supplies and materials proposed for the Work to the Project Authority for approval before use

3.2. Description of the Work to be Performed

3.2.1. Office Buildings (Bldg B, Office areas in Bldg A)

The following duties must be performed weekly (each Saturday) after 9:00 p.m. and completed before 7:00 a.m. of the following morning:

- (a) Wash and polish all linoleum floor surfaces.
- (b) Clean, rake and vacuum all rug covered floor surfaces.
- (c) Dust all furniture and fixtures, windowsills, ledges and other dust collecting areas.
- (d) Clean all glass doors.
- (e) Polish furniture, counter tops and filing cabinets.
- (f) Empty and clean waste and recycling receptacles.
- (g) Clean and disinfect the staff washrooms
- (h) Spot clean walls in public areas
- (i) Exterior of all fridges, freezers and microwaves
- (j) Clean and disinfect the following:
 - a. Sinks/washbasins in common area
 - b. Countertops in common areas
 - c. Boardroom, staff lunchroom and common area countertops
- (k) Damp wipe all handrail and office equipment in common areas.

The following duties must be performed monthly (on a Saturday) after 9:00 p.m. and completed before 7:00 a.m. of the following morning:

- (a) Wash and clean interior windows inside and out.
- (b) Wash finger marks or stains on woodwork.
- (c) Clean light fixtures.

3.2.2. Public areas of Building A (including Stage and related rooms)

3.2.2.1 May 1 to October 15:

The following duties must be performed daily and must start at 9:00 p.m. and be completed before 7:00 a.m. of the following morning between May 1st and October 15th inclusive:

- (a) Sweep and damp mop ceramic tiles and stairways.
- (b) Vacuum all carpets.

- (c) Empty and clean all waste and recycling receptacles.
 - (d) Dust window sills and ledges.
 - (e) Clean and disinfect drinking water fountain located in the entrance vestibule.
 - (f) Clean all glass doors and windows in south entrance vestibule and windows lower than 8 ft in Northern entrance vestibule and stage.
- leaning and disinfecting of interpretive exhibits and audio-visual components will be done per the manufacturer specifications found in Appendix A

The following duties must be performed weekly (each Monday) and must start at 9:00 p.m. and be completed before 7:00 a.m. the following morning:

- (a) Clean all glass on fireplace located near the stage.
- (b) Dust ledges and surfaces of the video consoles.
- (c) Spot clean walls to remove finger marks and stains.

3.2.2.2 October 15 - April 30:

The following duties must be performed Thursday, Saturday and Monday and must start at 6:00 p.m. and be completed before 7:00 a.m. of the following morning between October 16th and April 30th inclusive:

- (a) Sweep and damp mop ceramic tiles and stairways.
- (b) Vacuum all carpets.
- (c) Empty and clean all waste and recycling receptacles.
- (d) Dust window sills and ledges.
- (e) Clean and disinfect drinking water fountain/bottle refilling station located in the entrance vestibule.
- (f) Clean all glass doors and windows in south entrance vestibule and lower windows in Northern entrance vestibule.
- (g) Cleaning and disinfecting of interpretive exhibits and audio-visual components will be done per the manufacturer specifications found in Appendix A

The following duties must be performed weekly (each Friday) and must start at 9:00 p.m. and be completed before 7:00 a.m. the following morning:

- (d) Dust ledges and surfaces of the video consoles.
- (e) Spot clean walls to remove finger marks and stains.

3.2.3. Building C

3.2.3.1. May 1 to October 16:

The following duties must be performed daily and must start at 9:00 p.m. and be completed before 7:00 a.m. of the following morning between May 1st and October 15th inclusive:

- (a) Sweep floors using a dust control method and wash.
- (b) Clean and disinfect toilet seats (both sides), bowls, and washbasins.
- (c) Disinfect body contact points in washrooms such as water taps, receptacles, dispensers and flush valves.
- (d) Dust and clean flush tanks, dispensers, receptacles, mirrors, shelves, high ledges and all exposed piping.
- (e) Keep walls, partitions and doors free of finger marks, smudges, water splash, etc.
- (f) Remove waste paper.
- (g) Keep extra toilet tissue and paper towels in each of the bathrooms.
- (h) Replace hand soap and deodorizer as necessary.
- (i) Keep mirrors cleaned and polished.

The following duties must be performed monthly and must start at 9:00 p.m. and be completed before 7:00 a.m. of the following morning

- (a) Descale all toilet bowls.

- (b) Clean and wash air intake grills.

3.3. Level of Service

The Contractor must meet quality standards as described below. The following must be performed at each scheduled cleaning, unless otherwise noted.

3.3.1. Washrooms

- (a) Sweep floors using a dust control method and wash.
- (b) Clean and disinfect toilet seats (both sides), bowls, and washbasins.
- (c) Disinfect body contact points in washrooms such as water taps, receptacles, dispensers and flush valves.
- (d) Dust and clean flush tanks, dispensers, receptacles, mirrors, shelves, high ledges and all exposed piping.
- (e) Keep walls, partitions and doors free of finger marks, smudges, water splash, etc.
- (f) Remove waste paper.
- (g) Descale all toilet bowls monthly.
- (h) Keep extra toilet tissue and paper towels in each of the bathrooms.
- (i) Replace hand soap and deodorizer as necessary.
- (j) Keep mirrors cleaned and polished.
- (k) Clean and wash air intake grills monthly.

3.3.2. Floors – Office Areas: (Lino Floors)

- (a) Sweep or vacuum using a dust control method, damp or spot damp mopped to remove marks from spillages, smudges or other stains, etc.
- (b) Wash with mild detergent solution, then apply and buff, one coat liquid wax monthly on a full floor basis. The main aim of this operation is to remove all soil spots, stains, heel marks, and restore the appearance of the floor.
- (c) Strip flooring completely, removing the existing floor finish annually during first month of the Contract or Optional period of the Contract. Remove floor finish accumulations under furniture, radiators, in corners and on baseboards.
- (d) Take care not to allow cleaning solution to seep under furniture legs, file cabinets and partitions.

NOTE: Chairs, wastepaper baskets, etc., must not be placed on desks or tables during cleaning operations.

3.3.3. Carpets:

- (a) Spot clean and vacuum.
- (b) Vacuum all difficult to reach areas.
- (c) Clean carpets annually during the month of October.

3.3.4. Miscellaneous:

- (a) Dust high ledges, tops of partitions, pipes, doors and other high areas monthly.
- (b) Clean notice boards and interior of hose cabinets monthly.
- (c) Dust venetian blinds monthly with approved dusting tool.
- (d) Dust and clean borders around cabinets and notice boards.
- (e) Keep all fire extinguishers cleaned and polished monthly.
- (f) Damp wipe and disinfect all telephones.
- (g) Vacuum drapes monthly.

3.3.5. Interior Stairs:

- (a) Sweep and damp mop.
- (b) Dust all banister, balustrades and balusters using a dust control method weekly.
- (c) Dust baseboards and keep free of mop streaks, wax accumulation or splash marks.

3.3.6. Walls and Partitions:

- (a) Spot clean interior walls and partitions of finger marks, etc., daily.
- (b) Dust ledges, mouldings, etc.
- (c) Dust baseboards weekly and keep free of mop streaks, wax accumulation or splash marks.
- (d) Dust walls monthly.

3.3.7. Counters:

- (a) Dust counter tops during each scheduled cleaning. Wash and polish weekly.
- (b) Keep facings free from dust.

3.3.8. Interior & Exterior Glass / Wood:

- (a) Clean interior glass in doors, partitions on the upper floor and any window below eight feet from the floor.
- (b) Wash and polish partitions and transom glass weekly.
- (c) Clean exterior of all exterior windows below 8 feet from the floor and stage. monthly.
- (d) Cleaning Glass: remove all dirt that detracts from appearance or transparency of the glazing over its full exposed area.
- (e) Cleaning Wood: clean by damp wiping but washing with detergent and subsequent rinsing allowed if necessary. Report defects to the Project Authority.
- (f) Leave all surfaces dry and free of streak marks.

3.3.9. Light Fixtures:

- (a) For fluorescent fixtures: remove shield, wash exposed pan, wash acrylic shield using anti-static procedure quarterly (every 3 months).
- (b) For incandescent bulbs and tubes: report burnt out bulbs or tubes immediately to the Project Authority.
- (c) For exit lamps: remove shields and clean fixtures quarterly (every 3 months).

3.3.10. Furniture & Fixtures:

The following applies to office furniture only and does not include any artifacts which may be in the office or workshop. If there are any questions about a piece of furniture being or not being an artifact, the Contractor must clarify this with the Conservator before handling and/or cleaning.

- (a) Dust horizontal surfaces.
- (b) Dust vertical surfaces weekly.
- (c) Polish furniture monthly.
- (d) Dust empty shelving.
- (e) Dust bookcases. Books are not to be disturbed.
- (f) Dust vinyl furniture during each scheduled cleaning. Damp wipe and polish weekly.
- (g) Vacuum fabric covered office dividers monthly.

3.3.11. Waste Receptacles:

- (a) Empty waste and recycling receptacles and replace plastic liners.
- (b) Remove all waste to the large hydraulic garbage container located near the buildings.

3.3.12. Interior Interpretive Exhibits

- (a) Clean and wipe down interior interpretive exhibits and biodiversity wall as per manufacturer instructions (reference Appendix A).
- (b) Unlock wheel castors of mobile exhibits, unplug from floor power outlets, and move mobile exhibits as required to clean, mop and polish floors. Put mobile exhibits back in place, plug into floor outlet, and lock wheel castors after cleaning, mopping and polish.

(c) Report any graffiti or damage discovered by taking photo and sending to project authority.

3.4. QUALITY STANDARDS

The Supplier must meet the following standards:

3.4.1 Cleaning: General

- a. All surfaces and objects specified in the contract must be free of dust, stains, spills, debris and soil immediately after cleaning operation.
- b. Machinery and equipment must not block a passageway, or present a trip hazard.
- c. Caution signs must be placed adjacent to the affected area on all approaches.
- d. Furnishings moved by cleaners must be relocated to their original location.

3.4.2 Spot Cleaning

- a. All affected areas must be clear of stains, streaks and soil.
- b. All over-spray from spray applicators must be wiped clean from all surfaces.

3.4.3 Sweeping

- a. All floor areas including open areas and flooring around furniture legs and into corners be free of dirt and litter.

3.4.5 Dust Mopping

- a. All floor areas including open areas and flooring around furniture legs and into corners must be free of debris and dust film.

3.4.6 Damp Mopping

- a. Floor areas including open areas and flooring around furniture legs and into corners must be clean and free of surface stains, soil, mop streaks, loose mop strands and water spotting.
- b. The supplier must sweep or dry mop the area immediately before damp mopping.
- c. The supplier must start damp mopping with clean water and mop.
- d. Walls, baseboards and other surfaces must be free of splash marks.

3.4.7 Wash Floors

- a. All standards outlined in "Damp Mopping" apply.
- b. In addition, surfaces must be rinsed free of cleaning solution after floors are washed.
- c. All areas must be free of dirt, stains, splashing, cleaning chemical and water accumulations as well as scuff marks.

3.4.8 Machine Scrubbing

- a. All areas must be free of dirt, stains, scuff marks, splashing, cleaning chemical and water accumulations.
- b. Corners and other areas not accessible to a mechanical floor scrubber must be scrubbed manually.

3.4.9 Spray Buffing

- a. Following spray buffing, all areas must present an overall appearance of cleanliness, have a bright shine through out and be free of debris and dust.
- b. Spills, scuffs and stains must be removed prior to spray buffing.

3.4.10 Scrub and Refinish

- a. Supplier must apply all performance standards as with "Machine Scrubbing".
- b. In addition, supplier must apply one coat of finish compatible with existing finish.
- c. As a result of the "Scrub and Refinish", all areas must present an overall appearance of cleanliness free of scuffs and stains, have a bright shine and be free of debris and dust once the "Scrub and Refinish" is complete.

3.4.11 Strip and Refinish

- a. Supplier must apply all performance standards as with "Scrub and Refinish".
- b. All old finish must be removed and all residual stripper chemical cleaned away.
- c. New finish must be applied to all portions of the floors.

- d. Refinish must include 2 coats of finishing material (wax, etc.).
- e. All areas must be clean and clear of all stains, blemishes and dirt, and have a consistent shine free of scrapes and marks once the "Strip and Refinish" is complete.

3.4.12 Vacuuming

- a. All carpet surfaces must have an overall appearance of cleanliness and must be free of visible dust, dirt and grit.
- b. A power head must be used. Vacuums must be 2 motor design (1 for suction, 1 for power head).

3.4.13 Stain Removal

- a. All carpets and walk-away mats must have no visible stains or discoloration after stain removal operation.
- b. Where stain removal involves wetting of a hard surface floor, caution signs must be in place around affected work area.

3.4.14 Hot Water Extraction

- a. All carpets and walk-away mats must be clean and free of accumulated dust and dirt and stain as a result of Hot Water Extraction.
- b. Areas must be cleaned to walls and corners.

3.4.15 Damp Wiping

- a. Surfaces must be free of dust, stains, streaks and water spotting following damp wiping.
- b. Wiping cloths must be rinsed frequently and free of stains and odors.
- c. Feather dusters are not acceptable.

3.4.16 Glass and Mirror Cleaning

- a. All glass must be clean on both sides and free of streaks and finger marks.
- b. Adjacent areas including frames, casing and ledges must be free of water spotting, splash marks and streaks.

3.4.17 High dusting

- a. All surfaces must be free of dust.
- b. High dusting must be effected using either damp rag wiping or vacuuming. The method will be specified by the client.
- c. Dust must be contained and prevented from floating freely in the air during operation.

3.4.18 Clean and Disinfect

- a. Client-approved, commercial disinfectant cleaner must be used.
- b. Manufacturer's instructions must be followed for best results.
- c. **All surfaces cleaned and disinfected must be rinsed clean of residual disinfectant.**

3.5. If and When Requested Cleaning

Waterton Lakes National Park may require additional cleaning of other Park facilities on an as and when requested basis. The Project Authority will inform the Contractor of the requirements, and an agreement will be reached, in accordance with pricing at Annex "B", as to how and when the Work is to be performed. Any changes in excess of or outside the scope of the Contract must be approved in writing by the Contract Authority.

3.6. Constraints

- (a) The Work must be executed with the minimum of inconvenience to Parks Canada personnel and the general public. The Contractor shall comply with all directions of the Project Authority relative to the scheduling of the Work, including the specific times during which it shall be performed. The Contractor shall take all necessary measures to avoid disruption of essential services or impedance, interruption or endangerment of pedestrian or other traffic by reason of the Contractor's activities hereunder.

- (b) The contractor must submit the names of any employees who will be conducting work under the contract to the Parks Canada Agency for confirmation of Security Clearance before they will be allowed to begin work.
- (c) If any employee of the Contractor performing the Work on the Contract, in the opinion of the Park Superintendent, presents a threat to security, the Contractor will ensure that the employee not perform any further work under the Contract.
- (d) All labour, tools, equipment and supplies, including, but not limited to garbage bags, toilet tissue, paper hand towels, cleaning materials, disinfectants, waxes and hand soap are the responsibility of the Contractor.
- (e) The Contractor must ensure that where substances classified as controlled products, under the Controlled Products Regulations, are to be used in Crown-owned facilities, that the Contractor's employees receive appropriate training as per provincial/ federal regulations and the Workplace Hazardous Material Information System (WHMIS).
- (f) The Contractor must ensure that all controlled products to be used are brought to the attention of the Project Authority. All containers brought into Crown-owned facilities containing controlled products must be labeled, stored and handled in accordance with WHMIS and Transport of Dangerous Goods Regulations.
- (g) To comply with LEED certification 75% of cleaning products by cost need to be Green Seal or EcoLogo certified. Cleaning products should contain no volatile organic compounds (VOCs). These products include:
 - i) Green Seal GS-37 or EcoLogo certified for general-purpose, bathroom, glass and carpet cleaners;
 - ii) UL EcoLogo 2759 or EcoLogo certified, for hard-surface cleaners;
 - iii) UL EcoLogo 2795 or EcoLogo certified, for carpet and upholstery care;
 - iv) UL EcoLogo 2777 or EcoLogo certified, for hard-floor care

Janitorial paper, paper towel and toilet paper should be made with recycled paper, and/or be certified with the EcoLogo or Green Seal certification.

Hand sanitizer and hand soaps should have no antimicrobial agents. These products include:

- i) UL EcoLogo 2784 or EcoLogo certified, for hand soaps;
- ii) UL EcoLogo 2783 or EcoLogo certified, for hand sanitizers

Vacuum cleaners: Must be certified by the Carpet and Rug Institute (CRI) "Green Label" testing program; capture 96% of particulates 0.3 microns in size; operate with a sound level less than 70 dBA.

Carpet extraction equipment: Must be certified by the CRI's "Seal of Approval" testing program for deep-cleaning extractors

Cleaning vendors should be certified by Green Seal Standard for Commercial and Institutional Cleaning Services (GS-42) or Cleaning Industry Management Standard-Green Building (CIMS-GB).

3.7. Travel

All travel and associated costs required to perform the Work are the responsibility of the Contractor and will not be paid for or reimbursed by PCA.

3.8. Parks Canada Agency Support

Parks Canada shall:

- (a) Provide all electricity, hot and cold water required by the Contractor in connection with the Work.
- (b) Provide a small storage area at the main park operations compound for the Contractor's use during the period of the Contract for the products highlighted above in 3.6 (d) for stocking purposes.
- (c) Provide all security access required to access Parks Canada facilities.

4. Appendix

Appendix A – Graham Cleaning and Maintenance Instructions for Exhibits and Audio-Visual components located in Building A

Appendix B – Interior interpretive Layout plan - for use with Appendix A as a reference for locations of exhibits.

Appendix A

Cleaning and Maintenance Instructions for Exhibits and Audio-Visual components located in Building A

Note: Eos Lightmedia manufacturer’s warranty attached separately.

Wall Treatments:

Material	Warranty	Additional	Affected Exhibits	Spec Sheet	Maintenance
Paint	5 years	Includes: Artist acrylics, matte medium and matte/gloss varnish	Orientation Area Wall Mural	11, 12, 13	Please contact the artist for any major damage. Conservation work should be performed by an artist/ conservator experienced with artist grade acrylic paint and varnish. <i>Directions:</i> Dust, debris or graffiti can typically be removed with soapy water and a soft, damp cloth, followed by clean water for rinsing. *Isopropyl alcohol can also be used and rinsed with clean water.
			Night Sky Wall Murals x2		
			A Day at WLNP Wall Mural		
			365 Days in WLNP Wall Mural		
			Under the Surface Wall Mural		
Wall-mounting decals	5 years	Includes: Optically clear decal (OCD) with matte lamination, IJ180 graphic film and white vinyl	Welcome Song/Treaty Song (OCD)		<i>Frequency/Directions:</i> Periodic wipe downs (once a year, or as required) with a clean sponge or soft, damp cloth (e.g. tea towel) using a mild detergent will be sufficient to remove dust, and/or for purposes of hygiene. Rinse well with clean water. Dry thoroughly with a chamois or moist cellulose sponge to prevent water spots. * Note: Moveable exhibit - Be Prepared spin drums also uses white vinyl with lamination. Maintenance requirements are the same as above.
			Night Life Theatre Entry & Exit Walls, Star Graphics x 3, Night Sky Viewing Wall (IJ180)		
			A Day at WLNP user instructions (white vinyl wall text)		
			Water wise Washroom Graphics		

Graphic Panel Substrates:

Material	Warranty	Additional	Affected Exhibits	Maintenance
Lexan sheets	5 years		Orientation Kiosk-Stage (3 panels)	<p><i>Frequency:</i> Periodic wipe downs (once a year, or as required) will be sufficient to remove dust, and/or for purposes of hygiene.</p> <p><i>Directions:</i> Wash Lexan Sheet with a mild soap or detergent (e.g., Joy - or Ivory dishwashing liquid) and lukewarm water using a clean sponge or a soft cloth. Rinse well with clean water. Dry thoroughly with a chamois or moist cellulose sponge to prevent water spots.</p>
			Biodiversity Walls AV Kiosk pedestal tops x2	
			Biodiversity Walls drawer inserts x7	
			A Day at WLNP spin browser pedestal top	
			Under the Surface fish button panels x3	
			All moveable exhibit table tops (Be Prepared, Environmental Awareness, Animal Awareness, Visitor Feedback)	
			Topographical map table top	
Acrylic sheets	5 years	*Includes: Clear or white sheets with decal and matte lamination	Night Sky Interp Panel	<p><i>Frequency:</i> Periodic (once a year, or as required) wipe downs will be sufficient to remove dust, and/or for purposes of hygiene.</p> <p><i>Directions:</i> To clean fingerprints or dust from the acrylic surface, apply Brillianize Plastic cleaner spray and gently wipe using a soft, non abrasive lint-free or microfiber cloth. Blot to dry. To prevent scratching, the less pressure, the better.</p>
			Forces of Nature interp panel	
			365 Days interp panel	
			Under the Surface interp panel	
			Under the Surface fish illustrations x3	
			All moveable exhibit vertical signs (Be Prepared, Environmental Awareness, Animal Awareness, Visitor Feedback)	

Other:

Material	Warranty	Additional	Affected Exhibits	Maintenance
Brushed aluminum on gator board	5 years	*Includes Ultra board and adhesive	Dimensional Lettering/Logo for Reception Area, Night Life Theatre, Forces of Nature, 365 Days, A Day in WLNP	<p><i>Frequency/Directions:</i> Periodic (once a year, or as required) gentle dusting will be sufficient to remove dust, and/or for purposes of hygiene. To spot clean, lightly wipe gator board with a mild soap or detergent (e.g., Joy - or Ivory dishwashing liquid) using a damp, non abrasive microfibre cloth. Blot to dry.</p> <p>*Note: For dimensional lettering which is more fragile, dust or wipe even more gently.</p>

Biodiversity Walls:

Material	Warranty	Additional	Affected Exhibits	Spec Sheets	Maintenance
Epoxy clay with paint	5 years	Includes: Artist acrylics, matte medium and matte/gloss varnish	North and South Walls	6, 11, 12, 13	<p>Please contact the artist for any major damage. Conservation work should be performed by an artist/conservator experienced with epoxy clay and artist grade acrylic paint and varnish.</p> <p><i>Frequency/Directions:</i> Periodic (once a year, or as required) vacuuming with a soft bristle head brush will be sufficient to remove dust, and/or for purposes of hygiene. To spot clean, lightly wipe surface with a mild soap or detergent (e.g., Joy - or Ivory dishwashing liquid) using a clean sponge or a soft cloth. Blot to dry.</p>

Exhibit-specific Materials & Part Maintenance

Unique exhibit elements with specific materials and maintenance.

Unit	Element	Material	Additional	Spec Sheet	Maintenance
Teepee/13 Moons	Lights	LED Light Strips 12V		5	Not Applicable (Maybe added via Amendment to contract)
		22 AWG wire Red/Black			Not Applicable (Maybe added via Amendment to contract)
		Momentary switch		2	Not Applicable (Maybe added via Amendment to contract)
		5/8" back plate plywood	Paint		Not Applicable (Maybe added via Amendment to contract)
	Printed Plexi				Not Applicable (Maybe added via Amendment to contract)
	Aluminum Cowl 14" & 16"				
	Powder coat colour		Cashmire Gold	9	Dust/damp cloth. No abrasive cleaners
	Powder coat touch up paint		Paint mix	10	Dust/damp cloth. No abrasive cleaners
Under the Surface	LED lights	GE Tetra Mini Max		3	Not Applicable (Maybe added via Amendment to contract)
	LED power supply	GE Tetra Transformer		4	Not Applicable (Maybe added via Amendment to contract)
	Momentary	Suzo Happ Arcade switches		1	Not Applicable (Maybe added via Amendment to contract)
	Cabinets (all)	Finished Plywood			Dust/damp cloth. No abrasive cleaners
Topographical Map	Map	3D Print in PETG	Acrylic Paint, Varnish	11, 12, 13	Dust/damp cloth. No abrasive cleaners
		1/4" MDF base	Paint		Dust/damp cloth. No abrasive cleaners

Unit	Element	Material	Additional	Spec Sheet	Maintenance
	Light points	5mm Coloured LEDs 12V			Not Applicable (Maybe added via Amendment to contract)
	Push buttons	Suzo-Happ momentary		1	Not Applicable (Maybe added via Amendment to contract)
	Power supply 12V	GE Tetra Transformer		4	Not Applicable (Maybe added via Amendment to contract)
Awareness in the Environment	Map	3D Print in PETG			Dust/damp cloth. No abrasive cleaners
		1/4" Aluminum base	Edge Painted		Dust/damp cloth. No abrasive cleaners
Animal Awareness	Fox sculpture	Magic Sculpt	Acrylic Paint, Varnish	6, 11, 12, 13	Dust/damp cloth. No abrasive cleaners
	Scat models	Magic Sculpt	Acrylic Paint, Varnish	6, 11, 12, 13	Dust/damp cloth. No abrasive cleaners
	Disc pin hinge	Steel		7	Not Applicable (Maybe added via Amendment to contract)
	Disc bearing	Bronze		8	Not Applicable (Maybe added via Amendment to contract)
Moveable Units, All light panels	LED lights	GE Tetra Mini Max		3	Not Applicable (Maybe added via Amendment to contract)
	LED power supply	GE Tetra Transformer		4	Not Applicable (Maybe added via Amendment to contract)
	Cabinets (all)	Finished Plywood			Dust/damp cloth. No abrasive cleaners

Interior Exhibits

Product Data

Spec sheets, MSDS or other relevant information included for the following products:

1. Suzo Happ Arcade switches
2. Momentary switch
3. GE Tetra Mini Max
4. GE TetraTransformer
5. LED Light Strips 12V
6. Magic Sculpt
7. Steel
8. Bronze
9. Powder coat colour - Cashmire Gold
10. Powder coat touch up paint - Paint mix
11. Liquitex Professional Artist Acrylics Heavy Body Colours (Cadmium Free, Genuine Cadmium)
12. Liquitex Matte Medium
13. Liquitex Matte/Glass Varnish

Interior Exhibits

Shop Drawings

Floor Plans/Elevation drawings included for the following exhibits:

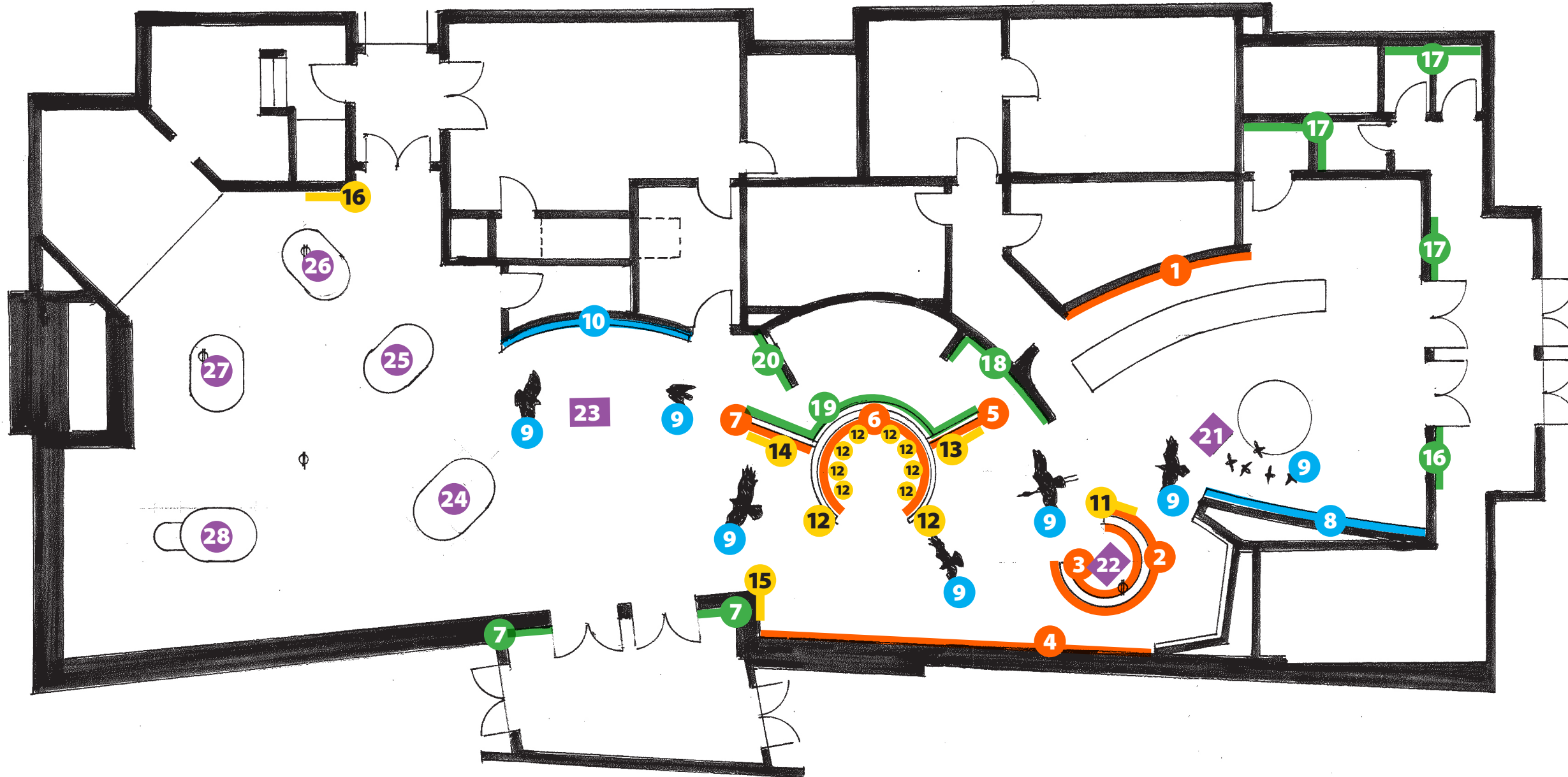
- Teepee/Night Life Theatre Exhibit
- Forces of Nature Exhibit
- 365 Days in WLNP Exhibit
- Under the Surface Exhibit
- Moveable Exhibits: Be Prepared, Awareness in the Environment, Animal Awareness, Visitor Feedback
- Topographical Map

Appendix B – Interior interpretive Layout plan

Date: 19 May 2021
 Client: Parks Canada
 Project: WLNP VC

Interior interpretive layout

Pages: 1 of 1



Murals

- 1 Reception Area
- 2 Forces of Nature
- 3 A Day in Waterton
- 4 Under the Surface
- 5 Night Life
- 6 13 Moons
- 7 365 Days

Painted sculptures

- 8 Biodiversity Wall (A)
- 9 Bird mobiles
- 10 Biodiversity Wall (B)

Interpretive panels

- 11 Forces of Nature
- 12 13 Moons
- 13 Night Life
- 14 365 Days in Waterton
- 15 Under the Surface

Vinyl

- 16 Welcome Song (OC)
- 17 Washroom decals
- 18 Night Life Entry
- 19 Starry night photo mural
- 20 Night sky viewing map

Electronics

- 21 Biodiversity Wall (A) AV
- 22 A Day in WLNP spin browser
- 23 Biodiversity Wall (B) AV
- 24 Topo map (moveable)
- 25 Be Prepared (moveable)
- 26 Environmental Awareness (moveable)
- 27 Animal Awareness (moveable)
- 28 Visitor Experience (moveable)