



MAYNE ISLAND IMPROVEMENT DISTRICT INVITATION TO TENDER HEALTH CENTRE CLEANING CONTRACT

**Closing Date:
October 30th, 2020 @ 12pm**

Mayne Island Improvement District (the District) is inviting proposals from qualified contractors for the janitorial services at the Mayne Island Health Centre.

The work includes but is not necessarily limited to:

- Service, clean, and supply restrooms.
- Gather and empty trash and recycling.
- Clean building floors by sweeping, mopping, scrubbing, or vacuuming them.
- Follow procedures for the use of cleaners and equipment, to meet Island Health cleaning Standards.
- Mix water and detergents or other cleaning products in containers to prepare cleaning solutions, according to specifications and to satisfy the requirements of Workplace Hazardous Materials.
- Notify the MIID CAO concerning the need for repairs or additions to building operating systems.
- Requisition supplies and equipment needed for cleaning and maintenance duties.
- Clean windows, glass partitions, and mirrors, using appropriate materials and equipment.
- Clean and polish furniture and fixtures.
- Wipe down furniture, walls, machines, and equipment.
- Maintain building security by checking, closing and locking windows and doors on completion of tasks.

A detailed listing of the cleaning schedule, procedures and copy of the contract is available online at miidonline.com.

The successful contractor will be required to coordinate and manage the work in a manner that minimizes the disruption to users of the facility. Cleaning services are completed only when the facility is closed to the public. Due to COVID 19 precautions added cleaning of up to 4 hours per week is currently required.

Contractors must abide by the District's COVID 19 mitigation strategy, including contractors maintaining a safe distance of six feet from each other, the District Staff, Health Centre Staff and Public Members. Where social distancing is not possible, the contractors must wear accepted masks.

The Mayne Island Improvement District reserves the right to reject any or all proposals. Inquiries may be directed to the undersigned:

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