**Request For Proposal – Cleaning of OPP Office in Corunna, ON**

You are invited to submit a Proposal for the cleaning of the OPP Detachment office at 392 Lyndoch Street, Corunna Ontario.

The facility is comprised of 7159 square feet. This includes two bathrooms (total: 5 showers, 3 toilets, 2 urinals, and 2 sinks), a kitchen, an office dedicated to the Street Crimes Unit, the cell block, and the garage area. The Fire Hall portion of the building is in addition to the square footage listed above, and is not part of this Request for Proposal.

1. **Current scope of work, but hours may vary depending on COVID restrictions or relaxation.**

Cleaning (including COVID 19 related enhancements) currently takes place every day of the week, for a total of 18 hours per week. The breakdown is as follows:

Monday – Friday:   1 hour every morning (base wipe down)

2 hours every evening (full cleaning)

Saturday – Sunday: 1.5 hours per day (base wipe down)

When service returns to normal, these hours will be reduced, but the following will be also be required, upon request:

1. **Biohazardous Cleaning**

Cleaning of biohazardous substance as required on occasion.   This would be primarily restricted to the cellblock area and to the rear seat and doors of police vehicles. The custodian responsible for biohazardous clean up would need to complete all appropriate training associated to the use of Personal Protective Equipment (PPE), and this equipment would be expected to be utilized at all times when managing a biohazard cleanup. Further, the custodian would be responsible for remaining current on all applicable **Material Safety Data Sheets** (MSDS) that are utilized in the workplace. These documents provide health and safety information about products, substances or chemicals that are classified as hazardous substances or dangerous goods.

Please quote a price per hour as follows:

1. **Current scope of work, (hours may vary depending on COVID restrictions or relaxation)**
2. **Biohazardous Cleaning (as required and requested)**
3. **Do you have a charge for call-in, please detail.**

A Criminal Record Check is required for each person working in the facility.

Please submit your proposal to:  info@lgpsb.ca by February 15, 2021.