



REQUEST FOR PRICING Portable Washrooms

Region of Queens Municipality makes use of portable washroom facilities at several of its facilities and project work sites. To ensure that the Municipality is receiving the best possible pricing for this service, the Municipality is seeking competitive proposals from qualified companies to provide this service for a three-year term. Qualified companies are required to submit a proposal outlining their business background, services they provide, demonstrate that they have the resources to meet the terms of this request, and the unit and total prices as noted on the form below.

Price quotations must be received by **April 26, 2021, by 12:00 noon local time**, to the attention of Adam Grant by email to agrant@regionofqueens.com, in person at 249 White Point Road, Liverpool, NS, to Engineering and Public Works Department, or by fax at 902-354-7473. Once submitted, all price quotes must be open for acceptance for 30 days.

Prior to being accepted as an approved supplier of this service, the successful vendor must supply proof of a commercial general liability policy of no less than \$2 million per occurrence with the ability to add the Municipality as an additional insured. As well, the vendor must provide proof of worker's compensation coverage for its employees. Both of these requirements must be maintained during the entire contract.

The Municipality acknowledges that it may accept any proposal for services or deny all proposals, that it deems to be in the best interests of the Municipality. Similarly, the Municipality reserves the right to negotiate with multiple vendors if submitted prices varies so widely that the Municipality can take advantage of significant savings by doing so.

The successful vendor shall not assign this contract under any circumstance without the express written authorization of the Municipality.

The Municipality requires that the successful vendor be able to provide the noted level of service seven days a week during the entire time of this contract and be able to respond within four hours of notification of problems with the operation of a washroom, normally from 9:00 a.m. to 5:00 p.m.



The Municipality reserves the right to cancel this arrangement should the successful vendor become insolvent, dissolve its incorporation status, become involved in or alleged to be involved with activities that are likely to cause embarrassment to the Municipality or its officers or employees, or failure to provide any required documentation within seven days of a written request from the Municipality.

The Municipality reserves the right to obtain this service from the successful vendor for a period of one year, two years, or three years, depending on the pricing and quality of the proposal received.

The following locations require portable toilets each year, according to the below timeframes and cleaning schedule criteria. Cleanings that require 3 times a week shall be done on Sundays, Wednesdays and Fridays, inclusive of holidays. Cleanings that require 2 times a week shall be done on Thursdays and Mondays, inclusive of holidays.

Beach Meadows Beach	- one portable accessible washroom year round - one additional washroom from May 15th to September 30th - Cleaning schedule: - May 15 - June 30 2x a week - July 1 - September 8 3x a week - September 8 - May 14 1x a week
Port Medway Lighthouse Park	- one portable accessible washroom from May 15th to October 31st - Cleaning schedule: - May 15 - June 30 1x a week - July 1 - September 8 2x a week - September 8 - October 31 1x a week
Milton Blacksmith Shop	- one portable accessible washroom from May 15th to September 30th - Cleaning schedule: - May 15 - September 30 1x a week
Queens Solid Waste Management Facility	- one portable accessible washroom year round - Cleaning schedule: - May 15 - May 14 1x a week



Various Capital Locations
(Standing Offer)

- one portable washroom as needed
- Cleaning schedule:
 - typically four months a year 1x a week

The terms of your pricing proposal must include the full cost of supplying all portable washrooms, placing each one in a suitable agreed upon location, scheduled cleaning of each including supplies and wastepaper, disposal of waste at authorized location, and removal of portable washrooms as specified above. Please also advise the charge for extra cleaning service on a call-out basis.

Total net price to provide this service in full for 2021: _____

Total HST for this service: _____

Total cost inclusive of HST: _____

Total net price to provide this service in full for 2022: _____

Total HST for this service: _____

Total cost inclusive of HST: _____

Total net price to provide this service in full for 2023: _____

Total HST for this service: _____

Total cost inclusive of HST: _____

Total net price to provide this service in full for 3 years: _____

Total HST for this service for all 3 years: _____

Total cost inclusive of HST for all 3 years: _____

Company Name: _____

Authorized Legal Representatives: _____

Signature: _____ Date: _____

Phone Number: _____



E-mail address: _____