

THAMES VALLEY DISTRICT SCHOOL BOARD TENDER CARPET CLEANING SERVICES  
WORKSHEET A - TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
<b>1.0</b>	<b>INTRODUCTION</b>		
1.0.1	The Thames Valley District School Board (hereafter referred to as the TVDSB) invites interested parties to submit sealed submissions in response to this bid document. The TVDSB is one of the largest public school boards in the Province of Ontario and is comprised of all public schools within the counties of Elgin, Middlesex, and Oxford. The TVDSB is the employer of approximately 8,000 staff and operates 184 schools with an estimated enrolment of 77,000 students.		
<b>1.1</b>	<b>PURPOSE</b>		
1.1.1	The purpose of this bid document is to provide interested parties with sufficient information to enable them to prepare and submit bids for consideration by the TVDSB for the annual cleaning of carpets for all TVDSB locations.		
1.1.2	Bidders are to provide us with any information about any additional services (e.g. Graffiti removal, upholstery cleaning) they could offer the Board. This information should include a full description of the service, complete with the rates for the services.		
<b>2.0</b>	<b>BID DEFINITIONS AND INFORMATION</b>		
<b>2.1</b>	<b>DEFINITIONS</b>		
2.1.1	The following words are used throughout this bid document and bidders should note these conditions when completing their bid submission.		
2.1.1.1	The word "MUST" shall mean bidders "must" include the required information in bid submission. Failure to include the required information will deem submission noncompliant.		
2.1.1.2	The word "SHOULD" shall mean bidders "should" include the required information in bid submission.		
2.1.1.3	The word "NONCOMPLIANT" shall mean bid submissions will be eliminated from further evaluation if the submission does not include the required information.		
2.1.1.4	The word "SUBCONTRACTOR" shall mean a person, firm or company hired by the bidder(s) or the successful bidder(s) to perform any portion or all of this bid.		
2.1.1.5	The word "QUALIFIED" shall mean a bidder who is compliant and has included the required information in their bid submission.		
2.1.1.6	BID IRREGULARITY: A deviation between the requirements (terms, conditions, specifications, special instructions) of a bid response for the purposes of this bid; bid irregularities are further classified as major irregularities or minor irregularities. The classification of what is a major irregularity or a minor irregularity shall be the sole discretion of the TVDSB.		
2.1.1.6.1	Major Irregularity: A deviation from the bid request which affects the price, quality, quantity or delivery, and is material to the award. If the deviation is permitted, the bidder could gain an unfair advantage over competitors. The TVDSB will reject any bid submission which contains a major irregularity.		

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2.1.1.6.2	Minor Irregularity: A deviation from the bid request which affects form, rather than substance. The effect on the price, quality, quantity or delivery is not material to the award. If the deviation is permitted or corrected the bidder would not gain an unfair advantage over competitors. The TVDSB may permit the bidder to correct a minor irregularity.		
<b>2.2</b>	<b>STRUCTURE OF THIS BID</b>		
2.2.1	Bidders should use the electronic bidding file (setup.exe) which is available on the internet at: <a href="http://www.tvdsb.on.ca">http://www.tvdsb.on.ca</a>		
2.2.2	"Purchasing Bids" → "Electronic Bidding Instructions, Bid Download and Results",		
2.2.3	Scroll to the end of the document, click "Proceed to inquiry/download page".		
2.2.4	Proceed to the bid, click "New" Icon		
2.2.5	The setup.exe file contains the file Appendicies.xls (Worksheets A, B & C to be completed and returned to the buyer) along with the following Worksheets:		
2.2.5.1	Worksheet A: Terms and Conditions in Excel format		
2.2.5.2	Worksheet B: Requirements and Specifications in Excel format		
2.2.5.3	Worksheet C: Pricing in Excel format		
2.2.5.4	Worksheet D: Zones in Excel format		
2.2.5.5	Worksheet E: Zones map in PDF format		
2.2.5.6	Worksheet F: Square Footage in PDF format		
2.2.5.7	Worksheet G: Carpet Cleaning Report in PDF format		
2.2.6	If you are unable to download online, please contact Stacey Shoemaker, (519) 452-2000 x 20461.		
<b>2.3</b>	<b>RETURN LOCATION</b>		
2.3.1	Sealed bid submissions <b>must</b> be returned to the "Tenders Clerk":		
2.3.2	Tenders Clerk's Box, Basement, Education Centre		
2.3.3	Thames Valley District School Board		
2.3.4	1250 Dundas Street		
2.3.5	London, Ontario N5W 5P2		
2.3.6	The bid submission envelope should show the bid document name, number, return date and time (as set out in Section 9.9 - Labelling of Envelope and diskette or CD).		
2.3.7	The bid submission <b>must</b> be returned to the "Tenders Clerk" for your bid submission to be accepted.		
2.3.8	Delivery to the "Tenders Clerk" is the responsibility of the bidder.		
2.3.9	Submissions received by electronic transmission (i.e. fax or email) will not be accepted.		
2.3.10	Late bids will be returned to the bidder, unopened, if a return address is included on the submission envelope.		
<b>2.4</b>	<b>IMPORTANT DATES</b>		
2.4.1	ISSUE DATE: Wednesday, April 15, 2009		
2.4.6	RETURN DATE and TIME: prior to 12:00:00 noon local time Wednesday, May 6, 2009		

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<b>2.5</b>	<b>QUESTIONS</b>		
2.5.1	Questions concerning the terms and conditions of the bid document, whether made orally or in writing, to any individual other than indicated above may, at the sole discretion of the TVDSB, render your submission noncompliant. Direct questions in written form only to: Stacey Shoemaker. The TVDSB will only be bound by written answers to questions.		
2.5.2	All bid files are available for downloading at no charge from the TVDSB web site.		
2.5.3	Should any questions raised by a bidder necessitate an addendum to this bid document, the addendum will be posted to the TVDSB Web Site.		
<b>3.0</b>	<b>CONTRACT TERM / PRICING / TAXES / DELIVERY / PAYMENT</b>		
<b>3.1</b>	<b>CONTRACT TERM</b>		
3.1.1	The term of this agreement shall be for one year, commencing on May 1, 2009 and unless otherwise provided herein, terminating on April 30, 2010.		
3.1.2	The TVDSB may, at the end of this contract term, extend the contract for a period of three additional years, in one year increments, and will advise the bidder in writing of their intentions.		
3.1.3	Bidders <b>must</b> state if your company would agree to extending this contract with the same terms and conditions for a second year ending April 30, 2011.		
3.1.4	Bidders <b>must</b> state if your company would agree to extending this contract with the same terms and conditions for a third year ending April 30, 2012.		
3.1.5	Bidders <b>must</b> state if your company would agree to extending this contract with the same terms and conditions for a fourth year ending April 30, 2013.		
<b>3.2</b>	<b>PRICING</b>		
3.2.1	Bidders <b>must</b> print and sign Appendices.		
3.2.2	Cleaning cost submitted in Worksheet C <b>MUST</b> be submitted per gross square foot.		
3.2.2	All charges <b>must</b> be included in the cost of the item, taxes extra. Prices quoted must be for services exactly as specified and in Canadian funds, unless otherwise indicated.		
3.2.3	Prices <b>must</b> include delivery, F.O.B. destination. <b>NO AWARDS WILL BE MADE TO FIRMS QUOTING FREIGHT OR FUEL EXTRA.</b>		
3.2.4	Prices <b>must</b> remain in effect for the initial one year term of the contract, commencing on May 1, 2009 and ending April 30, 2010 and will be limited to proof of manufacturers' industry increases in written form from the successful vendor		
3.2.5	It is the intention of the TVDSB to rationalize its supplier base. This contract will be awarded by geographic zones. Each bidder agrees to the award on this basis.		
<b>3.3</b>	<b>TAXES</b>		
3.3.1	GST and PST: Where applicable, Goods & Services Tax and Provincial Sales Tax <b>must</b> be shown separately as extras on all invoices in accordance with Canadian and Provincial Government regulations.		
<b>3.4</b>	<b>INVOICING/PAYMENT TERMS</b>		

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3.4.1	All invoices <b>must</b> be sent to the appropriate Operations Zone Leader at their zone office locator as per Worksheet D.		
3.4.2	Applicable taxes <b>must</b> be shown as separate line items on all invoices.		
3.4.3	Bidders should indicate any specific payment terms. It is generally expected that payment will be 45 days from receipt of invoice.		
3.4.4	Bidders should state percentage discount for early payment and net payment terms.		
<b>4.0</b>	<b>SPECIFICATIONS/REQUIREMENTS</b>		
<b>4.1</b>	<b>REQUIREMENTS</b>		
4.1.1	The requirements are listed in Worksheet B. For each requirement described in Worksheet B bidders <b>must</b> place a response in the appropriate column.		
4.1.2	A cleaning schedule is drawn up in consultation with the Facility Services Supervisor for each of the 5 zones. All cleaning will be performed during non-occupancy times. That schedule is the basis for servicing and invoicing. Schedules will include time lines, which have to be met.		
4.1.3	If you cannot service all TVDSB locations indicate which areas you can service. Worksheet D shows TVDSB's five geographic services zones: Zone 1, Zone 2, Zone 3, Zone 4 and Zone 5.		
4.1.4	The successful bidder(s) <b>must</b> carry out all work to the satisfaction of the TVDSB. All trade work is to be performed by appropriately certified staff.		
4.1.5	All services may not be purchased if costs exceed budget. In no way should the information furnished be considered a guarantee with respect to the future volume of business. The successful bidder(s) will be responsible for servicing the cleaning quantities that are eventually scheduled.		
4.1.6	Quality and suitability to school use will be the first consideration. The successful bidder(s) will carry out all work to the satisfaction of the TVDSB. All trade work to be performed by appropriately certified staff.		
4.1.7	A complete list of our locations that require this service in Worksheet D. The total carpeted area across all locations listed in Appendix F is approximately 1,064,992 square feet. The Board reserves the right to add or delete square footage as required.		
<b>4.2</b>	<b>ENVIRONMENT</b>		
4.2.1	Bidder(s) <b>should</b> include a detailed description of any environmental initiative and how your program would be implemented and benefit the TVDSB.		
<b>4.3</b>	<b>BONDING OF EMPLOYEES</b>		
4.3.1	Successful bidder(s) will be required to provide written proof that all personnel servicing our account are bonded by an approved Bonding Company. The bond shall be that as issued by a bonding agency licensed to operate in the Province of Ontario. Subject to an award of this Request for Proposal by the Board, the successful bidder(s) is required to submit certification in a form satisfactory to the Board, of employee bonding.		
<b>5.0</b>	<b>TERMS AND CONDITIONS</b>		

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<b>5.1</b>	<b>GENERAL TERMS AND CONDITIONS</b>		
5.1.1	Any response submitted to the bid is IRREVOCABLE for 120 days.		
5.1.2	A bidder who has already submitted a bid may submit an addendum in writing and signed by the bidder at any time up to the official closing time. No facsimiles shall be accepted. The last submission shall supercede and invalidate all previous submissions by that bidder as it applies to this bid. Addenda <b>must</b> be submitted to the "Tenders Clerk" in the same manner and within the same time constraints as the bid submission.		
5.1.3	A bidder may withdraw the bid at any time up to the official closing time by letter bearing his/her signature as it is in the submission. Withdrawal requests received after the closing date shall not be permitted. Submission withdrawals <b>must</b> be submitted to the "Tenders Clerk" in the same manner and within the same constraints as a bid submission.		
5.1.4	The issuance of this call for bids shall not constitute any obligation on the part of the TVDSB to any firm or individual who submits a bid.		
5.1.5	The bidder <b>should</b> have satisfactorily fulfilled all relevant obligations as required under the terms and conditions of any previous award in order to be considered as an acceptable bidder.		
5.1.6	The laws of the Province of Ontario shall govern in any dispute occasioned as a result of the performance or non-performance and/or workmanship of a contract issued pursuant to the bid and any dispute arising out of the issuance of and response to this bid.		
5.1.7	The TVDSB reserves the right to withdraw the award of the contract to a successful bidder(s) within 30 days of the award if in the opinion of the TVDSB the successful bidder(s) is unable or unwilling to enter into a form of contract satisfactory to the TVDSB. The TVDSB shall be entitled to do so without any liability being incurred by the TVDSB to the bidder.		
5.1.8	The lowest or any bid submission may not necessarily be accepted. The TVDSB reserves the right to decline any or all bid submissions, or to cancel the bid call in whole or in part at any time prior to making an award, for any reason, or no reason, without liability being incurred by the TVDSB to any bidder for any expense, cost, loss or damage incurred or suffered by the bidder as a result of such withdrawal.		
5.1.9	All costs associated with the preparation of the bid submission will be solely the responsibility of the bidder.		
5.1.10	The TVDSB reserves the right to decline or purchase one or all items in this bid from one supplier or from multiple suppliers.		
5.1.11	All of the terms and conditions of this bid are deemed to be accepted by the bidder and incorporated into the bidder's proposal submission. It is the TVDSB's intention that the Terms and Conditions stated in this bid and the successful bidder's response to this bid will form the contract between the TVDSB and the successful bidder(s). Any conflict in the wording of the bidder's invoice and/or sales agreement and the wording of the terms and conditions of this proposal, shall be resolved in favour of the TVDSB and shall be deemed to be incorporated into the bidder's invoice and/or sales agreement.		

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5.1.12	The successful bidder(s) <b>must</b> not at any time subcontract any portion of its contract with the TVDSB nor shall it assign the contract without the written permission of the TVDSB. The successful bidder(s) must not, at any time, change subcontractors approved by the TVDSB without written permission of the TVDSB.		
5.1.13	While the TVDSB has used considerable efforts to ensure an accurate representation of information in this bid document, the information contained herein is contained solely as a guideline for bidders. The information is not guaranteed or warranted to be accurate by the TVDSB, nor is it necessarily comprehensive or exhaustive. Nothing in this bid document is intended to relieve bidders from forming their own opinions and conclusions in respect to the matters addressed in this bid document.		
5.1.14	The TVDSB may accept or waive a minor irregularity, or where practical to do so the TVDSB may as a condition of bid acceptance request a bidder to correct a minor irregularity with no change in bid price. Items of non compliancy on any bid submissions which do not strictly comply with the provisions, procedures and requirements of this bid, or are incomplete, ambiguous, or which contain errors, alterations, misleading information, omissions, or irregularities of any kind, may be rejected and disqualified at the discretion of the TVDSB. All bidders agree to provide all such additional information as, and when requested, at their own expense, provided no bidder in supplying any such information shall be allowed, in any way to change the pricing or other cost quotations originally given in its bid submission or in any way materially alter or add to the solution originally proposed.		
5.1.15	All TVDSB policies, procedures and regulations <b>must</b> be adhered to by the successful bidder(s).		
5.1.15.1	Smoking is prohibited in all TVDSB buildings and on all TVDSB property.		
5.1.15.2	Some TVDSB sites are equipped with video surveillance cameras.		
5.1.15.3	The successful bidder(s) is obliged to cooperate with all recycling and environmental procedures and initiatives established by government, the TVDSB and each school.		
5.1.16	The successful bidder(s) will reimburse the TVDSB for any damages through negligence or willful acts of any of the successful bidder(s)' employees or contracted staff.		
5.1.17	The successful bidder(s)' employees and contracted staff shall not be considered TVDSB employees and shall not represent themselves as an agent of the TVDSB nor be eligible for any of the benefits provided to TVDSB employees.		
5.1.18	The TVDSB reserves the right to demand the removal of any successful bidder's employees or contracted staff engaged in this contract if, in the TVDSB's opinion, their conduct has been of an unacceptable nature.		
5.1.19	The successful bidder(s) will be responsible for seeing that regular supervision is maintained over all working personnel. It is the bidder's responsibility to see that all their activities are properly coordinated with the TVDSB's operations and modify assignments as required.		

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5.1.20	The successful bidder(s) <b>must</b> ensure all technicians servicing TVDSB sites are provided with the appropriate uniform which includes a company logo and/or identification badge. The cost of supplying the uniform is the responsibility of the successful bidder(s). The successful bidder(s) shall ensure that employees are neat in appearance and are in proper uniforms at all time while on TVDSB property.		
5.1.21	This bid document is being issued pursuant to the TVDSB's Purchasing Policies and Procedures.		
<b>5.2</b>	<b>CANCELLATION OF CONTRACT / LOSS OF SERVICE</b>		
5.2.1	The TVDSB reserves the right to terminate this contract within 30 days written notice if, in its opinion, the successful bidder(s) fails to meet the terms and conditions of the contract. Notwithstanding the termination of the contract, the successful bidder(s) shall remain responsible for its obligations under this contract up to the date of termination. The TVDSB reserves the right to commence an action in a court of competent jurisdiction against the successful bidder(s) for damages that result from the breach of the terms and conditions of the contract, by the successful bidder(s).		
5.2.2	The TVDSB shall have the right to retain and set off from any monies payable to the successful bidder(s) under the contract the total outstanding amount from time to time and for all damage claims by the TVDSB or any third parties arising out of this contract which have not been resolved by the successful bidder(s) or its insurer.		
5.2.3	The TVDSB reserves the right to withhold monies owing under a contract to the value of the obligation to a maximum of the monies owing to the successful bidder(s) for any indebtedness of the supplier that may impact on the TVDSB.		
5.2.4	The successful bidder(s) shall be responsible for ensuring continuous delivery of the goods and services in the event of a labour disruption by either, the successful bidder(s), the TVDSB's staff or third party interruptions.		
5.2.5	In the event that the successful bidder(s) becomes insolvent, and/or the successful bidder(s) is unable or unwilling to provide the contracted service for a period of more than 30 consecutive days during the period of the contract, the TVDSB shall have the right to replace the successful bidder(s) with another service provider suitable to the TVDSB in addition to all of its other rights pursuant to the term of this bid.		
<b>5.3</b>	<b>FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT</b>		
5.3.1	Bidders agree that all documentation and information contained in any bid submissions and any addendum that becomes the property of the TVDSB shall be subject to disclosure pursuant to an application pursuant to a Municipal Freedom of Information and Protection of Privacy Act request for disclosure. Notwithstanding that a bid submission or an addendum may contain a trade secret of the bidder, intellectual property right of the bidder, or scientific, technical, commercial, pricing or other financial or labour relations information or any other similar secret.		

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5.3.2	A bidder specifically consents to the disclosure of any and all information contained in their bid submission or any addendum pursuant to a request for disclosure pursuant to a Municipal Freedom of Information and Protection of Privacy Act and such consent shall be considered a consent given pursuant to Subsection 10(2) of the said Act. Notwithstanding the aforesaid, the bidder assigns all right, title and interest that they have in the bid submission, and any addendum to the TVDSB, including the right to copy and/or publish the same as the TVDSB sees fit, notwithstanding that no request for disclosure is made pursuant to the Municipal Freedom of Information and Protection of Privacy Act.		
5.3.3	All bidders agree not to disclose any information provided by the TVDSB in this bid document to any third party without the written consent of the TVDSB.		
<b>5.4</b>	<b>HUMAN RIGHTS AND CHILD LABOUR LAWS</b>		
5.4.1	Any infringement on human rights, but namely those of children, is of considerable concern to the TVDSB. Bidders wishing to do business with the TVDSB are asked to promote the purchase of goods from companies that operate in full compliance with the laws of their respective countries and with all applicable child labour laws, rules and regulations related to hiring, wages, hours worked, overtime and working conditions.		
5.4.2	Bidders should indicate your firm's policy and present practices and procedures in place to encourage promotion of this objective.		
5.4.3	For bidders information the web site address of the International Labour Organization and its objectives toward the abolition of child labour is:		
5.4.3.1	<a href="http://www.ilo.org">http://www.ilo.org</a>		
5.4.3.2	<a href="http://www.ilo.org/public/english/comp/child/policy/towards.htm">http://www.ilo.org/public/english/comp/child/policy/towards.htm</a>		
<b>5.5</b>	<b>HEALTH, SAFETY REGULATIONS</b>		
5.5.1	All equipment requiring approval (Hydro One, C.S.A., ULC., etc.) <b>must</b> be completely assembled and must bear label showing approval of assembly prior to delivery. The TVDSB shall not accept any equipment that has not been inspected and approved. If not so approved, the TVDSB reserves the right to invoice the successful bidder(s) for the cost of certification/replacement.		
5.5.2	Every person who supplies any machine, device, tool, equipment or service to the TVDSB <b>must</b> ensure that the machine, device, tool, equipment or service complies with the Occupational Health and Safety Act and Regulations of Industrial Establishments. The burden of proof rests with the supplier.		
5.5.3	The Ministry of Education and Training and the Ministry of Health provides regulations specifying which substances/ products are not acceptable. If applicable, the successful bidder(s) <b>must</b> supply MATERIAL SAFETY DATA SHEETS providing us with the breakdown of components for any products used in our facilities with every shipment.		

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5.5.4	The Occupational Health and Safety Act describes the responsibilities of an employer. The TVDSB requires contractors to maintain procedures, training and enforcement so that the responsibilities are carried out at our workplace. The contractor shall abide by and strictly adhere to the regulations and conditions set out and laid down by the most current versions of the Occupational Health and Safety Act, 1990, Chapter 0-1. Their workers must be trained in WHIMS in accordance with Occupational Health and Safety Act Regulations. They <b>must</b> adhere to all of the TVDSB's Health and Safety Policy, Procedures and Guidelines and Municipal Bylaws.		
5.5.5	The TVDSB reserves the right to request a copy of a bidders' Health & Safety Policy, Procedures and Guidelines.		
<b>5.6</b>	<b>WORKPLACE SAFETY AND INSURANCE BOARD</b>		
5.6.1	The successful bidder(s) <b>must</b> ensure that all workers are covered by the Workplace Safety & Insurance Board for the duration of this contract.		
5.6.2	The successful bidder(s) <b>must</b> furnish a Certificate of Clearance from the Workplace Safety and Insurance Board as evidence that all returns have been made and all necessary assessments have been paid as required, or levied, by the Workplace Safety and Insurance Board. This certification is to be furnished prior to the commencement of this contract. The good standing must be maintained throughout the contract. It is the responsibility of the Contractor to ensure that the Workplace Safety & Insurance Board Certificate is updated every sixty (60) days. The TVDSB reserves the right to request proof of coverage any time throughout the duration of the contract.		
5.6.3	All workplace injuries or accidents on TVDSB property <b>must</b> be reported by the successful bidder(s) to Tim Dixon, by fax, (519) 452-2421 within 24 hours.		
<b>5.7</b>	<b>COMMERCIAL LIABILITY INSURANCE</b>		
5.7.1	The successful bidder(s) <b>must</b> be covered by Commercial General Liability Insurance throughout the term of the contract. Each bidder <b>must</b> provide proof of said insurance.		
5.7.2	Each bidder should show proof with the submission of this bid that upon the award of this contract that it will be covered by Commercial Liability Insurance coverage with limits of \$2 million per occurrence for liability (by way of primary coverage and/or umbrella coverage and/or otherwise), arising at law for damages caused by reason of bodily injury (including death) or damage to property by its employees or subcontractors. If the bidder does not presently have \$2 million per occurrence of Commercial Liability Insurance coverage, the bidder shall provide a written assurance from his insurer or agent on the insurer's or agent's letterhead that liability insurance limits will be increased to \$2 million per occurrence from the commencement of the contract should the contract be awarded to the bidder. The successful bidder(s) further agrees to maintain good standing throughout the term of the contract. The TVDSB reserves the right to request proof of coverage any time throughout the duration of the contract.		
5.7.2.1	This liability policy shall contain the following coverage:		
5.7.2.2	Personal Injury & Property Damage		

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5.7.2.3	Non-Owned Automobile Liability		
5.7.2.4	Owners and Contractors Protective Coverage		
5.7.2.5	Contractual Liability		
5.7.2.6	Broad Form Property Damage		
5.7.2.7	Products & Completed Operation Insurance		
5.7.2.8	Contingent Employees Liability		
5.7.2.9	Cross Liability Clause and Severability of Interest Clause		
5.7.3	Upon an award to the successful bidder(s) by the TVDSB, the successful bidder(s) shall be required to submit certification in a form satisfactory to the TVDSB of the above-mentioned coverage to protect the TVDSB against claims for property damages and personal injuries, including accidental death, caused by the successful bidder(s) or its employees or subcontractors during the performance of its obligations under the contract.		
5.7.4	The successful bidder(s) agrees to indemnify, hold harmless and defend the TVDSB from and against any and all liability for loss, damage and expense, which the TVDSB may suffer or for which the TVDSB may be held liable by reason or injury (including death) or damage to any property arising out of negligent or willful acts on the part of the successful bidder(s) or any of its representatives or employees or subcontractors in the execution of the work performed or from defects in the equipment supplied.		
<b>5.8</b>	<b>MOTOR VEHICLE LIABILITY INSURANCE</b>		
5.8.1	Bidders <b>must</b> state if its own vehicles and/or those vehicles owned by its employees or subcontractors shall operate on the property of the TVDSB.		
5.8.2	In the event of an affirmative answer to 5.8.1, the successful bidders <b>must</b> be covered by Automobile Liability Insurance through the term of the Contract. If the bidder's employees or subcontractors will operate their own vehicles during the contract then they must maintain the same Automobile Liability Coverage as the bidder. Each bidder must state if it or its employees or subcontractors have Automobile Liability Insurance Coverage. Sub clauses also subsection 5.8.3 to subsection 5.8.4 applies to those employees or subcontractors who operate their own automobiles on the property of the TVDSB.		
5.8.3	Bidders should show proof with the submission of this bid, that upon the award of this contract that it will be covered by Automobile Liability Insurance with coverage limits of \$2 million (Commercial and \$1 million on all personally owned vehicles) per occurrence for liability arising at law for damages caused by reason or bodily injury (including death) or damage to property by its employees or subcontractors. If the bidder does not presently have \$2 million per occurrence of Automobile Liability Insurance Coverage, the bidder shall provide a written assurance from his insurer or agent on the insurer's or the agent's letterhead that liability insurance limits will be increased to \$2 million for Commercial Vehicles and \$1 million personally owned vehicles per occurrence from the commencement of the contract and annually thereafter for the term of the contract, should the contract be awarded to the bidder. The successful bidder(s) further agrees to maintain that good standing throughout the term of the contract.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

THAMES VALLEY DISTRICT SCHOOL BOARD TENDER CARPET CLEANING SERVICES  
WORKSHEET A - TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.8.3.1	The TVDSB reserves the right to request proof of coverage anytime throughout the duration of the contract. This liability policy shall contain the following coverage:		
5.8.3.2	Third Party Liability Coverage in the form of OAP-1		
5.8.4	Upon an award to the successful bidder(s) by the TVDSB, the successful bidder(s) shall be required to submit certification in a form satisfactory to the TVDSB of the above-mentioned coverage to protect the TVDSB against claims for property damage and personal injuries, including accidental death, caused by the successful bidder(s) or its employees or subcontractors during the performance of its obligations under the contract by way of the ownership or operation of an automobile.		
5.8.5	The successful bidder(s) agrees to indemnify, hold harmless, and defend, the TVDSB from and against any and all liability for loss, damage and expense, which the TVDSB may suffer or for which the TVDSB may be held liable by reason of injury (including death) or damage to any property arising out of negligence on the party of the successful bidder(s) or any of its representatives or employees by way of the ownership or operation of an automobile.		
<b>6.0</b>	<b>BIDDER PROFILE</b>		
<b>6.1</b>	<b>REFERENCES</b>		
6.1.1	Bidders <b>must</b> provide a minimum of three references where you have successfully provided goods and or services similar to this bid document. The reference <b>must</b> contain the following information:		
6.1.1.1	Reference 1 - Company Name:		
6.1.1.2	Reference 1 - Address:		
6.1.1.3	Reference 1 - Contact Name:		
6.1.1.4	Reference 1 - Phone Number:		
6.1.1.5	Reference 1 - Fax Number:		
6.1.1.6	Reference 1 - e-mail address:		
6.1.1.7	Reference 1 - Property you maintained:		
6.1.1.8	Reference 2 - Company Name:		
6.1.1.9	Reference 2 - Address:		
6.1.1.10	Reference 2 - Contact Name:		
6.1.1.11	Reference 2 - Phone Number:		
6.1.1.12	Reference 2 - Fax Number:		
6.1.1.13	Reference 2 - e-mail address:		
6.1.1.14	Reference 2 - Property you maintained:		
6.1.1.15	Reference 3 - Company Name:		
6.1.1.16	Reference 3 - Address:		
6.1.1.17	Reference 3 - Contact Name:		
6.1.1.18	Reference 3 - Phone Number:		
6.1.1.19	Reference 3 - Fax Number:		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

THAMES VALLEY DISTRICT SCHOOL BOARD TENDER CARPET CLEANING SERVICES  
WORKSHEET A - TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
6.1.1.20	Reference 3 - e-mail address:		
6.1.1.21	Reference 3 - Property you maintained:		
<b>6.2</b>	<b>ADMINISTRATION &amp; ORGANIZATION</b>		
6.2.1	The TVDSB reserves the right at any time after the closing date, to request from any bidder evidence of its financial standing and stability, including that of each of its officers, directors and principals. All bidders agree to provide at their own expense all such above-related information as may be requested by the TVDSB within four days of the date of any such request.		
6.2.2	Bidders are required to list any and all pending or ongoing legal claims or disputes where the bidder could individually or in combination with other claims, suffer a potential economic loss greater than \$100,000.00.		
6.2.3	Bidders should state if their employees service sites wearing uniforms.		
6.2.4	Bidders should state if their employees carry photo identification.		
6.2.5	Bidders should state if they are ISO registered and if so what level.		
6.2.6	Bidders should state if the staff involved in the execution of this contract are employees or sub-contractors.		
<b>7.0</b>	<b>BID SUBMISSION</b>		
<b>7.1</b>	<b>BIDDER'S RESPONSE GUIDE</b>		
7.1.1	Each bid submission should be structured using only the criteria identified in this bid document. When submitting bids, bidders should use the same numbering format, as on this bid document.		
7.1.2	The bid submission <b>must</b> include:		
7.1.2.1	Printed and signed copies of all Appendices		
7.1.3	One Diskette or CD with file names:		
7.1.3.1	Worksheet A: Terms and Conditions Response in Excel format - Electronic response required		
7.1.3.2	Worksheet B: Specifications and Requirements in Excel format - Electronic response required		
7.1.3.3	Worksheet C: Pricing in Excel format - Electronic response required		
7.1.4	It is the bidders responsibility to ensure the that the necessary files are on the diskette or CD.		
7.1.5	It is the TVDSB's preference that the tender be returned in electronic format. If you are unable to submit it this way, we will accept it in written format.		
7.1.6	All bid documents should be submitted in an envelope marked with the bid name and number (as set out in Section 9.9 - Labelling Instructions).		
7.1.7	Bidders' submissions should include page numbers for ease of reference by committee members.		
<b>8.0</b>	<b>AWARD</b>		
<b>8.1</b>	<b>EVALUATION PROCESS</b>		
8.1.1	An evaluation committee will be established to evaluate bid submissions.		
8.1.2	All bid submissions will first be evaluated on their compliance with the requirements of this bid document.		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
8.1.3	All compliant bid submissions will be evaluated by a TVDSB evaluation committee based on the following evaluation criteria:		
8.1.3.1	Price		
8.1.3.2	Compliance with Specifications		
8.1.4	Compliant bidders may be requested to make a presentation of their bid for clarification only. No alteration of your submission will be permitted. Notification will be given to qualified bidders as to the time and place. The presentation shall be at the expense of the bidder.		
8.1.5	Delivery, lead times, service, performance record, and the value of the overall award will also be taken into consideration when awarding this contract.		
8.1.6	The determination of equal quality will be based on our internal professional opinions.		
<b>8.2</b>	<b>AWARD AND NOTIFICATION OF CONTRACT</b>		
8.2.1	The results of this bid will be posted to the TVDSB web site as soon as decisions have been made:		
8.2.1.1	www.tvdsb.on.ca		
8.2.1.2	"Purchasing Bids"		
8.2.1.3	"Electronic Bidding Instructions, Bid Download and Bid Results",		
8.2.1.4	Scroll to the end of the document, click		
8.2.1.5	"Proceed to inquiry/download page".		
8.2.1.6	Proceed to the Bid, click		
8.2.1.7	"Results - Check Mark"		
8.2.1.8	View documents in PDF format.		
8.2.2	All bid files are available for downloading at no charge from the TVDSB web site.		
<b>9.0</b>	<b>ELECTRONIC BIDDING INSTRUCTIONS</b>		
<b>9.1</b>	<b>DOWNLOADING BID DOCUMENTS</b>		
9.1.1	All documents are available from the TVDSB Web Site at www.tvdsb.on.ca		
9.1.2	Click "Purchasing - Bids" icon		
9.1.3	Click "Electronic Bidding Instructions, Bid Download and Bid Results" or "Bids" → Read Instructions		
9.1.4	Click "Proceed to Inquiry/Download page"		
9.1.5	Click on the "Name of the Bid" to view documents in PDF format.		
9.1.6	Click on the "NEW" logo to download the executable files for preparing and submitting your bid.		
9.1.7	All bid files are available for downloading at no charge from the TVDSB web site.		
<b>9.2</b>	<b>PRINTING COPIES OF BID DOCUMENTS</b>		
9.2.1	To print a working copy of any bid document - Click on the "name of the Bid" to print documents in PDF format.		
<b>9.3</b>	<b>SECTION 9.3 COMPUTER SYSTEM REQUIREMENTS</b>		
9.3.1	To use the electronic system, bidders <b>must</b> have the following equipment:		
9.3.1.1	Microsoft Windows, version 9.5 or greater		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

THAMES VALLEY DISTRICT SCHOOL BOARD TENDER CARPET CLEANING SERVICES  
WORKSHEET A - TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
9.3.1.2	2.5 MB available hard drive space		
9.3.1.3	3 ½ 1.44 MB diskette drive or CD Burner.		
<b>9.4</b>	<b>INSTALLATION OF BID PROGRAM ONTO YOUR COMPUTER:</b>		
9.4.1	The TVDSB has made every effort to ensure the files are free of any virus and are functional. However, in safe computing practice, you are responsible for checking the files on your own virus checker to ensure it is free of any virus.		
9.4.2	Download the executables from our Web Site as shown above. Double click on the "NEW" logo for the executable file. Follow the instructions.		
9.4.3	The bid files are installed into a default directory called C:\LBTENDER. When the installation process is complete, a box will appear with a "Remove Thames Valley District School Board Tender" icon; please close this box. When the setup is complete, click close.		
9.4.4	To begin the Bid Program: Go to Windows Explorer		
9.4.4.1	Click on C:\ drive		
9.4.4.2	Open the folder "lbtender"		
9.4.4.3	The following files will be installed in the C:\lbtender directory:		
9.4.4.4	Appendices.xls		
9.4.5	To start the process open the Excel files and complete as instructed.		
<b>9.8</b>	<b>SECTION 9.8 THE RETURN DISKETTE OR CD:</b>		
9.8.1	After all bids have been entered:		
9.8.1.1	Copy all the Worksheets to either a 3.5" Diskette or CD using your company's standard CD Writing program.		
9.8.1.2	Check to ensure that the files are on the diskette or CD. Without these files we will not be able to download your bid.		
9.8.1.3	Be sure to label your diskette or CD with company name and signature.		
<b>9.9</b>	<b>LABELLING OF ENVELOPE AND DISK</b>		
9.9.1	ADDRESS BID ENVELOPE AS SHOWN BELOW:		
9.9.2	From - Company Name & Address		
9.9.3	To:OFFICE OF THE TENDERS CLERK		
9.9.4	Thames Valley District School Board		
9.9.5	EDUCATION CENTRE		
9.9.6	1250 Dundas Street,		
9.9.7	LONDON, Ontario		
9.9.8	N5W 5P2		
9.9.9	CARPET CLEANING SERVICES		
9.9.10	Bid #14		
9.9.11	Return Date: Wednesday, May 6, 2009 prior to 12:00:00 noon local time		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

THAMES VALLEY DISTRICT SCHOOL BOARD TENDER CARPET CLEANING SERVICES  
WORKSHEET A - TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
<b>9.10</b>	<b>PLEASE AFFIX LABEL ON DISK AS SHOWN BELOW:</b>		
9.10.1	THAMES VALLEY DISTRICT SCHOOL BOARD		
9.10.2	CARPET CLEANING SERVICES		
9.10.3	Bid #14		
9.10.4	Return Date: Wednesday, May 6, 2009 prior to 12:00:00 noon local time		
9.10.5	Signature:		
9.10.6	Firm Name:		
<b>10.0</b>	<b>10.0 SIGNATURE PAGE</b>		
10.1	This section must be completed, signed, and included with your submission for your bid to be accepted.		
10.2	I hereby acknowledge and agree that I have read and completed all of the preceding Contract Terms and Conditions and all Appendices. All required Appendices are included in our bid submission.		
10.3	I/We the undersigned are duly authorized to execute this Bid Submission on behalf of:		
10.4	NAME (Please print):		
10.5	TITLE:		
10.6	SIGNATURE:		
10.7	FIRM NAME:		
10.8	State the legal entity that your organization operates under:		
10.8.1	Proprietorship		
10.8.2	Partnership		
10.8.3	Corporation		
10.9	If your organization is incorporated, bidders <b>must</b> state the jurisdiction in which the corporation was originally incorporated in:		
10.9.1	Name of each individual Partner or Correct Legal Name of Corporation:		
10.9.2	E-MAIL ADDRESS:		
10.9.3	ADDRESS:		
10.9.4	INTERNET ADDRESS:		
10.9.5	TELEPHONE NUMBER:		
10.9.6	FAX NUMBER.:		
10	If subcontracting, bidders <b>must</b> provide the correct legal name for any sub contractor, their full personal name and address, telephone number, fax number, as well as the name(s) of appropriate contact persons with whom the TVDSB may consult regarding this bid with whom the bidder enters into a contract(s) with to carry out any portion of this contract:		
10.1	Firm Name:		
10.2	Firm Address:		
10.3	Telephone Number:		
10.4	Fax Number:		

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

THAMES VALLEY DISTRICT SCHOOL BOARD TENDER CARPET CLEANING SERVICES  
WORKSHEET A - TERMS AND CONDITIONS

<i>ITEM NO.</i>	<i>TERMS AND CONDITIONS</i>	<i>WILL COMPLY/WILL NOT COMPLY</i>	<i>COMMENT</i>
10.5	E-MAIL ADDRESS:		

**Stacey Shoemaker**  
Buyer, Purchasing Services

**James Stewart**  
Chairperson

FIRM NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
CARPET CLEANING SERVICES  
WORKSHEET B  
Specification Responses**

Section	Specifications	WILL COMPLY/WILL NOT COMPLY	Comments
<b>Cleaning Specifications</b>			
B1	Square footage to be cleaned will be measured and supplied to the successful bidder(s) by the Board charge custodians and authorized by a Board Zone Operations Leader on an agreed upon schedule.		
B2	All carpets to be thoroughly vacuumed by the Contractor technician prior to hot water extraction.		
B3	Carpet pre-spray must be applied to all traffic areas using a hydro force pre-sprayer. All spots and gum to be removed.		
B4	For all chemicals used in Board sites, we require the name of the chemical(s), including specialty cleaners, and M.S.D.S sheets. WHMIS labels must be on containers where applicable. All container labels must list active ingredients along with application instructions. M.S.D.S. sheets should also be on the truck(s) servicing each site.		
B5	Truck mount carpet cleaning equipment to be used for hot water extraction with no less than #4 MB Blower with a minimum pump pressure of 400 P.S.I. and a minimum of 13" of water lift.		
B6	Truck should be equipped with mufflers/silencers while in operation.		
B7	High pressure lines of 3,000 P.S.I. and vacuum lines of 2" diameter to ensure maximum soil removal and dryness is achieved.		
B8	Truck must be parked a safe distance from the school and doors closed and locked while cleaning school.		
B9	All waste water is to be dumped to a sanitary sewer or a drain designated for waste water to feed into a site's septic system.		
B10	No more than 5% moisture left in carpets.		
B11	Caret dryers should be used as necessary to ensure maximum dryness prior to occupancy.		
B12	All Contractor's technicians must be WHMIS trained.		
B13	All walk off entrance matting to be thoroughly vacuumed and extracted.		
B14	All cleaning procedures will be monitored and inspected by Board employees to see that all specifications are met.		

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
CARPET CLEANING SERVICES  
WORKSHEET B  
Specification Responses**

Section	Specifications	WILL COMPLY/WILL NOT COMPLY	Comments
B15	Prior to commencing work at each site the successful bidder(s) shall review all areas to be serviced with on-site TVDSB staff. All furniture to be moved at each location shall be mutually agreed upon by the successful bidder(s) and TVDSB staff. Contractor's technicians will be responsible to move all furniture to ensure all carpet areas are cleaned. Office workstations, file cabinets, permanent book cases (NOT on wheels) will <u>not</u> be required to be moved. <b>All furniture which is moved is to be replaced to its original locations by the successful bidder(s) when cleaning is completed.</b> Any protection necessary for furniture placement on cleaned carpet to be provided by the successful bidder(s).		
B16	In conjunction with on-site TVDSB staff the successful bidder(s) shall compete and sign the "Pre-Inspection Report" portion of the Carpet Cleaning Service Report. Floor plans will be provided to the successful bidder(s) at time of service.		
B17	No other cleaning processes will be considered acceptable without prior approval.		
<b>Scheduling of Work to be Performed</b>			
B18	The successful bidder(s) shall provide a schedule of work to be performed a minimum of three week in advance.		
<b>Equipment</b>			
B19	The Contractor shall supply all equipment required to perform the duties outlined in Cleaning Specifications (B2 to B17 above).		
B20	The Contractor shall provide a comprehensive list of the vehicles & equipment that will be used in the performance of the contract. The award of this contract is conditional upon proof of adequate equipment.		
<b>Staffing</b>			
B21	The Contractor will be responsible to see that regular supervision is maintained over all working personnel. It is the Contractor's responsibility to see that all their activities are properly coordinated with the Board's operation, modify assignments where appropriate and make "on the job" inspections with or without a Board representative.		
<b>Illustrative Literature</b>			
B22	Bidder(s) should submit, ILLUSTRATIVE and SPECIFICATION INFORMATION for all equipment and chemicals proposed in the RFP.		
B23	Bidders should state if this literature can be obtained directly from the manufacturer via the Internet.		

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
CARPET CLEANING SERVICES  
WORKSHEET B  
Specification Responses**

Section	Specifications	WILL COMPLY/WILL NOT COMPLY	Comments
B24	Bidders should state web site addresses for EACH manufacturer.		
	<b>Environment</b>		
B25	Each bidder must include a detailed description of any environmental initiative and how your program would be implemented and benefit TVDSB.		
B26	Supplies, equipment and services: We encourage development of industries who have environmentally responsible policies (i.e.: reduce, reuse, recycle, repair, rethink). Products and packaging should have a minimal negative impact on the environments. (i.e.: using maximum level of post-consumer recyclable waste/safe disposable when life cycle complete).		
B27	Please state your policy/procedures for chemical disposal/reuse, and/or recovery.		
B28	Outline your process for disposal of wastewater.		
B29	The successful bidder(s) will remove all packaging debris from any products used in our sites at no cost to the TVDSB.		
	<b>Statistical Data</b>		
B30	The successful bidder(s) must be capable of supplying the TVDSB with statistical data, square footage by location, by room, on an annual basis.		
	<b>EMERGENCY SERVICES</b>		
B31	Bidders <b>must</b> indicate if you offer 24 hour emergency services.		
B32	If you do offer 24 hour emergency service, <b>state your emergency phone number and contact name.</b>		
B33	If you do offer 24 hour emergency service, <b>state response time in hours from initial telephone call.</b>		
	<b>REFERENCES</b>		
B34	Bidders <b>must</b> provide a minimum of three references where you have successfully provided goods and or services similar to this bid document. The reference <b>should</b> contain the following information:		
	Reference 1 - Company Name:		
	Reference 1 - Address:		
	Reference 1 - Contact Name:		
	Reference 1 - Phone Number:		
	Reference 1 - Fax Number:		
	Reference 1 - e-mail address:		
	Reference 2 - Company Name:		
	Reference 2 - Address:		

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
 CARPET CLEANING SERVICES  
 WORKSHEET B  
 Specification Responses**

Section	Specifications	<i>WILL COMPLY/WILL NOT COMPLY</i>	Comments
	Reference 2 - Contact Name:		
	Reference 2 - Phone Number:		
	Reference 2 - Fax Number:		
	Reference 2 - e-mail address:		
	Reference 3 - Company Name:		
	Reference 3 - Address:		
	Reference 3 - Contact Name:		
	Reference 3 - Phone Number:		
	Reference 3 - Fax Number:		
	Reference 3 - e-mail address:		

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**THAMES VALLEY DISTRICT SCHOOL BOARD  
CARPET CLEANING SERVICES  
WORKSHEET C  
PRICING**

#14

ZONE 1						
Item Number	Description	Quantity	Unit of Measure	Unit Price		Comments
<b>C1</b>	1	CARPET - CLEANING	281,591	Sq. Ft		
		Steam clean and shampoo carpet				
		Dry carpet to 5% moisture content				
		Remove all spots, stains and gum				
		All equipment to be used to be ULC, CSA or Ontario Hydro approved as per terms				
<b>C2</b>	2	CARPET - CLEANING				
		24 Hour Emergency Service hourly rate				
<b>C3</b>	3	ADDITIONAL SERVICES - eg. Upholstery, blinds, drapes, etc.				
ZONE 2						
Item Number	Description	Quantity	Unit of Measure	Unit Price		Comments
<b>C4</b>	1	CARPET - CLEANING	331,448	Sq. Ft		
		Steam clean and shampoo carpet				
		Dry carpet to 5% moisture content				
		Remove all spots, stains and gum				
		All equipment to be used to be ULC, CSA or Ontario Hydro approved as per terms				
<b>C5</b>	2	CARPET - CLEANING				
		24 Hour Emergency Service hourly rate				
<b>C6</b>	3	ADDITIONAL SERVICES - eg. Upholstery, blinds, drapes, etc.				

**THAMES VALLEY DISTRICT SCHOOL BOARD  
CARPET CLEANING SERVICES  
WORKSHEET C  
PRICING**

#14

ZONE 3						
Item Number	Description	Quantity	Unit of Measure	Unit Price		
<b>C7</b>	1	CARPET - CLEANING	152,176	Sq. Ft		
		Steam clean and shampoo carpet				
		Dry carpet to 5% moisture content				
		Remove all spots, stains and gum				
		All equipment to be used to be ULC, CSA or Ontario Hydro approved as per terms				
<b>C8</b>	2	CARPET - CLEANING				
		24 Hour Emergency Service hourly rate				
<b>C9</b>	3	ADDITIONAL SERVICES - eg. Upholstery, blinds, drapes, etc.				
ZONE 4						
Item Number	Description	Quantity	Unit of Measure	Unit Price		
<b>C10</b>	1	CARPET - CLEANING	137,673	Sq. Ft		
		Steam clean and shampoo carpet				
		Dry carpet to 5% moisture content				
		Remove all spots, stains and gum				
		All equipment to be used to be ULC, CSA or Ontario Hydro approved as per terms				
<b>C11</b>	2	CARPET - CLEANING				
		24 Hour Emergency Service hourly rate				
<b>C12</b>	3	ADDITIONAL SERVICES - eg. Upholstery, blinds, drapes, etc.				

**THAMES VALLEY DISTRICT SCHOOL BOARD  
 CARPET CLEANING SERVICES  
 WORKSHEET C  
 PRICING**

#14

ZONE 5						
Item Number	Description	Quantity	Unit of Measure	Unit Price		
<b>C13</b>	1	CARPET - CLEANING	162,104	Sq. Ft		
		Steam clean and shampoo carpet				
		Dry carpet to 5% moisture content				
		Remove all spots, stains and gum				
		All equipment to be used to be ULC, CSA or Ontario Hydro approved as per terms				
<b>C14</b>	2	CARPET - CLEANING				
		24 Hour Emergency Service hourly rate				
<b>C15</b>	3	ADDITIONAL SERVICES - eg. Upholstery, blinds, drapes, etc.				

**THAMES VALLEY DISTRICT SCHOOL BOARD  
CARPET CLEANING SERVICES  
WORKSHEET D - FACILITY LOCATION BY ZONE**

<b>ZONE 1 London South</b>					
951 Leathorne Street					
London, ON N5Z 3M7					
Fax: 519-452-2699					
MAINTENANCE LEADER: Ralf Heeren, 519-452-2000, ext. 21020, r.heeren@tvdsb.on.ca					
OPERATIONS LEADER: Susan Sutherland, 519-452-2000, ext. 21018, s.sutherland@tvdsb.on.ca					
ZONE ASSISTANT: Marlene Stewart, 519-452-2000, ext. 21062, m.stewart@tvdsb.on.ca					
<b>School Name</b>	<b>School ID</b>	<b>Address</b>	<b>City</b>	<b>Postal Code</b>	<b>Phone</b>
Arthur Ford P.S.	1035	617 Viscount Road	London	N6J 2Y4	519-452-8020
Arthur Stringer P.S.	1040	43 Shaftesbury Ave.	London	N6C 2Y5	519-452-8030
Ashley Oaks P. S.	1045	121 Ashley Crescent	London	N6E 3P8	519-452-8040
Brick Street P. S.	1075	393 Commissioners Road W	London	N6J 1Y4	519-452-8070
Byron Northview P. S.	1085	1370 Commissioners Road W	London	N6K 1E1	519-452-8080
Byron Somerset P. S.	1090	175 Whisperwood Avenue	London	N6K 4C6	519-452-8090
Byron Southwood P. S.	1095	1379 Lola Street	London	N6K 3R6	519-452-8100
Cleardale P. S.	1145	780 Dulaney Drive	London	N6C 3W4	519-452-8140
Facility Services - Warehouse	5010	951 Leathorne Street	London	N5Z 3M7	519-452-2425
G. A. Wheable Centre for Adult Ed.	3050	70 Jacqueline Street	London	N5Z 3P7	519-452-2660
Glen Cairn P. S.	1265	53 Frontenac Road	London	N5Z 3Y5	519-452-8210
Kensal Park P. S. (French Immersion)	1325	328 Springbank Drive	London	N6J 1G5	519-452-8280
Manor & Highland Park P. S.	1385	77 Tecumseh Avenue	London	N6J 1K8	519-452-8370
Mountsfield P. S.	1425	8 Mountsfield Drive	London	N6C 2S4	519-452-8400
Nicholas Wilson P. S.	1440	927 Osgoode Drive	London	N6E 1C9	519-452-8410
Princess Elizabeth P. S.	1565	247 Thompson Road	London	N5Z 2Z3	519-452-8490
Rick Hansen P. S.	1575	70 Ponderosa Crescent	London	N6E 2L7	519-452-8500
Saunders Secondary School	2280	941 Viscount Road	London	N6K 1H5	519-452-2770
Sir Georges Etienne Cartier P. S.	1620	695 Chiddington Avenue	London	N6C 2W9	519-452-8550
Sir Isaac Brock P. S.	1615	80 St. Lawrence Blvd.	London	N6J 2X1	519-452-8560
Sir Wilfrid Laurier S.S.	2170	450 Millbank Drive	London	N6C 4W7	519-452-2840
South Secondary School	2290	371 Tecumseh Avenue E.	London	N6C 1T4	519-452-2860
Tecumseh P. S.	1700	401 Tecumseh Avenue	London	N6C 1T4	519-452-8600
Victoria P.S.	1740	130 Wharncliffe Road S.	London	N6J 2K5	519-452-8640
W. Sherwood Fox P. S.	1750	660 Steeplechase Drive	London	N6J 3P4	519-452-8730
Westminster Secondary School	2370	230 Baseline Road, West	London	N6J 1W1	519-452-2900
Westmount P. S.	1780	1011 Viscount Road	London	N6K 1H5	519-452-8670
White Oaks P. S.	1785	1400 Ernest Avenue	London	N6E 2H8	519-452-8680
Wilton Grove P. S.	1795	626 Osgoode Drive	London	N6E 1C1	519-452-8700
Woodland Heights P. S.	1800	474 Springbank Drive	London	N6J 1G8	519-452-8710
Wortley Road P. S.	1805	301 Wortley Road	London	N6C 3R6	519-452-8720

**THAMES VALLEY DISTRICT SCHOOL BOARD  
CARPET CLEANING SERVICES  
WORKSHEET D - FACILITY LOCATION BY ZONE**

<b>ZONE 2 - London East</b>					
951 Leathorne Street					
London, ON N5Z 3M7					
Fax: 519-452-2710					
MAINTENANCE LEADER: Henry Mutsaers, 519-452-2000, ext. 21015, h.mutsaers@tvdsb.on.ca					
OPERATIONS LEADER: Nick Limbrick, 519-452-2000, ext. 21007, n.limbrick@tvdsb.on.ca					
ZONE ASSISTANT: Cathy Mutch, 519-452-2000, ext. 21014, c.mutch@tvdsb.on.ca					
<b>School Name</b>	<b>School ID</b>	<b>Address</b>	<b>City</b>	<b>Postal Code</b>	<b>Phone</b>
Aberdeen P. S.	1015	580 Grey Street	London	N6B 1H8	519-452-8010
Bishop Townshend P. S.	1065	814 Quebec Street	London	N5Y 1X4	519-452-8050
Bonaventure Meadows P. S.	1070	141 Bonaventure Drive	London	N5V 4S6	519-452-8060
C.C. Carrothers P. S.	1100	360 Chippendale Crescent	London	N5Z 3G2	519-452-8110
Central (London) Secondary School	2070	509 Waterloo Street	London	N6B 2P8	519-452-2620
Chippewa P. S.	1135	1035 Chippewa Drive	London	N5V 2T6	519-452-8120
Clarke Road Secondary School	2080	300 Clarke Road	London	N5W 5N4	519-452-2640
Ealing P. S.	1180	840 Hamilton Road	London	N5Z 1V5	519-452-8150
Evelyn Harrison P. S.	1245	50 Tewksbury Crescent	London	N5V 2M8	519-452-8180
F.D. Roosevelt P. S.	1250	560 Second Street	London	N5V 2B7	519-452-8190
Fairmont P. S.	1255	1040 Hamilton Road	London	N5W 1A6	519-452-8200
H. B. Beal Secondary School	2140	525 Dundas Street	London	N6B 1W5	519-452-2700
Hillcrest P. S.	1285	1231 Fuller Street	London	N5Y 4P7	519-452-8220
Huron Heights P. S.(French Immersion)	1295	1245 Michael Street	London	N5V 2H4	519-452-8230
Jeanne Sauvé P. S. (French Immersion)	1310	215 Warncliffe Rd., North	London	N6H 2B6	519-452-8250
John P. Robarts P. S.	1315	84 Bow Street	London	N5V 1B1	519-452-8270
Knollwood Park P. S.	1330	70 Gammage Street	London	N5Y 2B1	519-452-8290
Lester B. Pearson School for the Arts	1335	795 Trafalgar Street	London	N5Z 1E6	519-452-8300
Lord Elgin P. S.	1355	1100 Victoria Drive	London	N5Y 4E2	519-452-8310
Lord Nelson P. S.	1350	1990 Royal Crescent	London	N5V 1N8	519-452-8320
Lord Roberts P. S.(French Immersion)	1360	440 Princess Avenue	London	N6B 2B3	519-452-8330
Lorne Avenue P. S.	1365	723 Lorne Avenue	London	N5W 3K7	519-452-8340
Montcalm Secondary School	2220	1350 Highbury Avenue	London	N5Y 1B5	519-452-2730
Northbrae P. S.	1455	335 Belfield Street	London	N5Y 2K3	519-452-8420
Prince Charles P. S.	1540	1601 Wavell Street	London	N5W 2C9	519-452-8470
Princess Anne P. S.(French Immersion)	1555	191 Dawn Drive	London	N5W 4W9	519-452-8480
Ryerson P. S.	1595	940 Waterloo Street	London	N6A 3X3	519-452-8520
Sir George Ross Secondary School	2270	365 Belfield Street	London	N5Y 2K3	519-452-2820
Sir John A. MacDonald P. S.	1625	1150 Landor Street	London	N5Y 3W3	519-452-8570
Sir Winston Churchill P. S.	1610	1837 Churchill Avenue	London	N5W 2L3	519-452-8580

**THAMES VALLEY DISTRICT SCHOOL BOARD  
CARPET CLEANING SERVICES  
WORKSHEET D - FACILITY LOCATION BY ZONE**

School Name	School ID	Address	City	Postal Code	Phone
St. George's P.S.	1670	728 Waterloo Street	London	N6A 3W4	519-452-8530
Thames Secondary School	2340	785 Trafalgar Street	London	N5Z 1E6	519-452-2880
Thames Valley DSB - Education Centre	5120	1250 Dundas Street	London	N5W 5P2	519-452-2000
Trafalgar P. S.	1715	919 Trafalgar Street	London	N5Z 1G3	519-452-8610
Tweedsmuir P. S.	1720	349 Tweedsmuir Avenue	London	N5W 1L5	519-452-8620
<b>ZONE 3 - East</b>					
745 Hounsfield Drive					
Woodstock, ON N4S 1P6					
Fax: 519-421-1489					
MAINTENANCE LEADER: Mitch Kirby, 519-452-2000, ext. 24301, m.kirby@tvdsb.on.ca					
OPERATIONS LEADER: Rosemary Nadalin, 519-452-2000, ext. 24302, r.nadalin@tvdsb.on.ca					
ZONE ASSISTANT: Kathy Keery, 519-452-2000, ext. 24300, k.keery@tvdsb.on.ca					
School Name	School ID	Address	City	Postal Code	Phone
A.J. Baker P. S.	1010	528 Allen Street	Kintore	N0M 2C0	519-283-1098
Algonquin P. S.	1030	59 Algonquin Road	Woodstock	N4T 1R8	519-421-2219
Annandale P. S. & S. S.	2020	60 Tillson Ave.	Tillsonburg	N4G 3A1	519-688-3498
Beachville P. S.	1055	434804 Zorra Line	Beachville	N0J 1A0	519-423-1939
Blossom Park Education Centre	3020	391 Blossom Park Road	Woodstock	N4S 7J3	519-537-0109
Central P. S.	1125	410 Hunter Street	Woodstock	N4S 4G4	519-537-5362
College Avenue Secondary School	2090	700 College Avenue	Woodstock	N4S 2C8	519-539-0020
D.M. Sutherland Sr. P. S.	1155	110 Winchester Street	Woodstock	N4S 7K6	519-537-3543
Drumbo Central P. S.	1170	32 Wilmot St. S., Box 129	Drumbo	N0J 1G0	519-463-5638
East Oxford Central P. S.	1190	Old Stage Rd. & Cty Rd 14 R.R.#4	Woodstock	N4S 7V8	519-467-5243
Eastdale P. S.	1195	65 Aileen Dr.	Woodstock	N4S 4A2	519-537-2652
Zone 3 Maintenance Depot.	5325	745 Hounsfield Street	Woodstock	N4S 1P6	519-537-2733
Glendale High School	2130	37 Glendale Dr.	Tillsonburg	N4G 1J6	519-842-4207
Harris Heights P. S.	1270	2 Caffyn Street	Ingersoll	N5C 3M8	519-845-1600
Hickson Central P. S.	1275	161 Loveys Street	Hickson	N0J 1L0	519-462-2415
Hillcrest P. S.	1280	840 Sloane Street	Woodstock	N4S 7V3	519-537-2642
Huron Park Secondary School	2150	900 Cromwell Street	Woodstock	N4S 5B5	519-537-2347
Ingersoll District Collegiate Institute	2160	37 Alma Street	Ingersoll	N5C 1N1	519-485-1200
Innerkip Central P. S.	1300	180 Coleman Street, Box 40	Innerkip	N0J 1M0	519-569-3435
Maple Lane P. S.	1390	25 Maple Lane	Tillsonburg	N4G 2Y8	519-688-0810
North Norwich P. S.	1445	40 Main Street S., Box 40	Burgessville	N0J 1C0	519-424-9815
Northdale P. S.	1470	290 Victoria Street N.	Woodstock	N4S 6W5	519-537-5761
Norwich District High School	2240	Stover St. & Hwy 59, R.R. #1	Norwich	N0J 1P0	519-468-2014
Norwich P. S.	1480	8 Elgin Street, Box 327	Norwich	N0J 1P0	519-863-2741

**THAMES VALLEY DISTRICT SCHOOL BOARD  
CARPET CLEANING SERVICES  
WORKSHEET D - FACILITY LOCATION BY ZONE**

School Name	School ID	Address	City	Postal Code	Phone
Oliver Stephens P. S.	1485	164 Fyfe Avenue	Woodstock	N4S 3S6	519-539-2068
Otterville P. S.	1495	118 Main Street W.	Otterville	N0J 1R0	519-879-1108
Oxford County Museum School	3170	R.R. #1, 656 Main Street	Burgessville	N0J 1C0	
Plattsville & District P. S.	1520	112 Mill St. E.	Plattsville	N0J 1S0	519-684-7436
Princess Anne P. S.	1550	210 King St. E.	Ingersoll	N5C 1H2	519-485-4849
Princess Elizabeth P. S.	1560	37 William Street	Ingersoll	N5C 1M2	519-485-2560
Princeton Central P. S.	1570	40 Elgin St. E. Box 427	Princeton	N0J 1V0	519-458-4315
Rolph Street P. S.	1590	83 Rolph Street	Tillsonburg	N4G 3Y2	519-842-2077
South Ridge P. S.	1635	391 Quarter Line Rd.	Tillsonburg	N4G 4H1	519-842-7319
Southside P. S.	1645	360 Albert Street	Woodstock	N4S 2L4	519-539-1131
Springbank P. S.	1660	1060 Sprucedale Road	Woodstock	N4S 4Z9	519-539-7140
Tavistock P. S.	1695	79 Maria Street, Box 370	Tavistock	N0B 2R0	519-655-2350
Thamesford P. S.	1705	130 McCarty Street, Box 250	Thamesford	N0M 2M0	519-285-2043
Tillson Ave. Livingston Centre	3040	90 Tillson Avenue	Tillsonburg	N4G 3A1	519-842-9000
Tollgate Central P. S.	1710	744993 Oxford Road 17/Hwy 59	Woodstock	N4S 7W1	519-537-7321
Vansittart Woods Environ. Ed. Centre	3120	R.R. #5	Woodstock	N4S 7V9	519-467-5468
Victory Memorial P. S.	1745	210 Thames Street S.	Ingersoll	N5C 2T5	519-485-2340
Westfield P. S.	1770	38 Glenn Avenue	Ingersoll	N5C 2C8	519-485-1360
Woodstock Collegiate Institute	2390	35 Riddell Street	Woodstock	N4S 6L9	519-537-1050
Zorra Highland Park P. S.	1810	Cty Road 6, RR#1	Embro	N0J 1J0	519-475-4121
<b>ZONE 4 - South</b>					
400 Sunset Drive					
St. Thomas, ON N5R 3C8					
Fax: 519-633-3851					
MAINTENANCE LEADER: Wayne Baer, 519-452-2000, ext. 23004, w.baer@tvdsb.on.ca					
OPERATIONS LEADER: Mike Haines, 519-452-2000, ext. 23007, m.haines@tvdsb.on.ca					
ZONE ASSISTANT: Linda McKinney, 519-452-2000, ext. 23008, l.mckinney@tvdsb.on.ca					
School Name	School ID	Address	City	Postal Code	Phone
A.E. Duffield P.S.	1005	6820 Duffield Street	London	N6P 1A4	519-652-2050
Aldborough P. S.	1025	11443 Furnival Road, RR#3	Rodney	N0L 2C0	519-785-0811
Arthur Voaden Secondary School	2030	41 Flora Street	St. Thomas	N5P 2X5	519-631-3770
Balaclava Street P. S.	1050	20 Balaclava Street	St. Thomas	N5P 3C2	519-631-4930
Caradoc Central P. S.	1105	714 Bowan Street E., Box 244,	Mount Brydges	N0L 1W0	519-264-1630
Caradoc South P. S.	1110	611 Peter Street	Melbourne	N0L 1T0	519-289-2091
Central Elgin Collegiate Institute	2060	201 Chestnut Street	St. Thomas	N5R 2B5	519-631-4460
School Name	School ID	Address	City	Postal Code	Phone

**THAMES VALLEY DISTRICT SCHOOL BOARD  
CARPET CLEANING SERVICES  
WORKSHEET D - FACILITY LOCATION BY ZONE**

Davenport P. S.	1160	80 Rutherford Ave.	Aylmer	N5H 2N8	519-773-9216
Delaware Central P. S.	1165	14 Osborne Street, Box 36	Delaware	N0L 1E0	519-652-5371
Dutton-Dunwich P. S.	1175	239 Main St. Box 40	Dutton	N0L 1J0	519-762-2419
East Elgin Secondary School	2100	362 Talbot Street W.	Aylmer	N5H 1K6	519-773-3174
Edward Street P. S.	1200	84 Edward Street	St. Thomas	N5P 1Y7	519-631-5010
Ekcoe Central P. S.	1205	3719 Parkhouse Dr. R.R. #3	Glencoe	N0L 1M0	519-287-3330
Elgin Court P. S.	1215	254 First Avenue	St. Thomas	N5R 4P5	519-631-7118
Zone 4 Maintenance Depot	5310	400 Sunset Drive	St. Thomas	N5R 2K5	519-633-3377
Forest Park	1260	295 Forest Avenue	St. Thomas		519-631-3563
Glencoe Dist. High School	2120	3581 Concession Drive, Box 370	Glencoe	N0L 1M0	519-287-3310
Homedale P. S.	1290	112 Churchill Crescent	St. Thomas	N5R 1R1	519-631-7820
Jaffa Environ. Education Centre	3110	48346 John Wise Rd., R.R.#5	Aylmer	N5H 2R4	519-773-5196
Locke's P. S.	1345	22 South Edgeware Road	St. Thomas	N5P 2H2	519-631-8890
M. B. McEachren P. S.	1375	4402 Colonel Talbot Road	London	N6P 1P9	519-652-3121
Mc Gregor P. S.	1405	204 John Street S.	Aylmer	N5H 2C8	519-773-3362
Mosa Central P. S.	1420	22741 Pratt Siding Road, RR#1	Glencoe	N0L 1M0	519-693-4691
Myrtle Street P. S.	1430	43 Myrtle Street	St. Thomas	N5R 2E6	519-631-4940
New Sarum P. S.	1435	9473 Belmont Road, RR# 3	St. Thomas	N5P 3S7	519-773-5185
Parkside Collegiate Institute	2260	241 Sunset Drive	St. Thomas	N5R 3C2	519-633-0090
Port Burwell P. S.	1530	30 Strachan, Box 209	Port Burwell	N0J 1T0	519-874-4558
Port Stanley P. S.	1535	350 Carlow Rd.	Port Stanley	N5L 1B6	519-782-3983
Scott Street P. S.	1600	50 Scott Street	St. Thomas	N5P 1K6	519-631-5020
South Dorchester P.S.	1630	48614 Crossley Hunter Line, R.R.#1	Dorchester	N0L 1B0	519-765-4090
Southwold P. S.	1650	39261 Fingal Line, RR#1	St. Thomas	N5P 3S5	519-631-5997
Sparta P. S.	1655	45885 Sparta Line, Box 60	Sparta	N0L 2H0	519-775-2541
Springfield P. S.	1665	51336 Ron McNeil Line	Springfield	N0L 2J0	519-765-4162
Straffordville P. S.	1680	9188 Plank Rd., Box 94	Straffordville	N0J 1Y0	519-866-3021
Summers' Corners P. S.	1685	50576 Talbot Line, R.R.#1	Aylmer	N5H 2R1	519-773-8106
Wellington Street P. S.	1755	50 Wellington Street	St. Thomas	N5R 2P8	519-631-4950
West Elgin Sr .Elementary	1760	139 Graham Rd., Box 280	West Lorne	N0L 2P0	519-768-1260
West Elgin Secondary School	2360	139 Graham Street	West Lorne	N0L 2P0	519-768-1350
Westminster Central P. S.	1775	2835 Westminster Drive	London	N6N 1L7	519-452-8660
Mitchell Hepburn P.S.	1900	95 Raven Ave.	St. Thomas	N5R 5K8	519-631-3370
<b>ZONE 5 - West</b>					
14766 Medway Road					



**THAMES VALLEY DISTRICT SCHOOL BOARD  
CARPET CLEANING SERVICES  
WORKSHEET D - FACILITY LOCATION BY ZONE**

Southdale P. S.	1640	248 Keefer Street	Strathroy	N7G 1E2	519-245-0473
Stoneybrook P. S.	1675	1460 Stoneybrook Crescent	London	N5X 1C4	519-452-8590
University Heights P. S.	1725	27 Ford Crescent	London	N6G 1H8	519-452-8630
Valleyview Central P. S.	1730	10339 Ilderton Rd. R.R. #2	Ilderton	N0M 2A0	519-666-1417
Westdale P. S.	1765	1050 Plantation Road	London	N6H 2Y5	519-452-8650
Wilfrid Jury P. S.	1790	950 Lawson Road	London	N6G 3M2	519-452-8690



<b>Carpet Cleaning Totals</b>						
<b>Zone</b>	<b>Old Sq Ft</b>	<b>New Sq Ft</b>	<b>Differential</b>	<b>Old Cost</b>	<b>New Cost</b>	<b>Savings</b>
Zone 1 - London South	#REF!	281,591	#REF!	#REF!	#REF!	#REF!
Zone 2 - London East	#REF!	331,448	331,448	#REF!	#REF!	#REF!
Zone 3 - East Woodstock	#REF!	152,176	#REF!	#REF!	#REF!	#REF!
Zone 4 - South St. Thomas	#REF!	137,673	#REF!	#REF!	#REF!	#REF!
Zone 5 - West Arva	#REF!	162,104	#REF!	#REF!	#REF!	#REF!
<b>TOTALS</b>	<b>#REF!</b>	<b>1,064,992</b>	<b>#REF!</b>	<b>#REF!</b>	<b>#REF!</b>	<b>#REF!</b>

THAMES VALLEY DISTRICT SHOOOL BOARD - CARPET CLEANING SERVICES  
 WORKSHEET F - SQUARE FOOTAGE PER SCHOOL

<b>Carpet Cleaning Zone 1</b>		
<b>F1</b>	<b>Site</b>	<b>Sq Ft</b>
	Arthur Ford Public School	3,664
	Arthur Stringer Public School	15,027
	Ashley Oaks Public School	22,598
	Brick Street Public School	3,260
	Byron Northview Public School	4,551
	Byron Somerset Public School	10,290
	Byron Southwood Public School	5,692
	Cleardale Public School	7,204
	Glen Cairn Public School	13,448
	Kensal Park French Immersion Public School	4,310
	Manor & Highland Park Public School	2,918
	Mountsfield Public School	3,973
	Nicholas Wilson Public School	17,654
	Princess Elizabeth Public School L	6,303
	Rick Hansen Public School	11,436
	Sir Isaac Brock Public School	7,166
	Sir George Etienne Cartier	3,296
	Tecumseh Public School	5,230
	Victoria Public School L	4,294
	W. Sherwood Fox Public School	18,000
	Westmount P.S.	5,907
	White Oaks Public School	16,690
	Wilton Grove Public School	4,707
	Woodland Heights Public School	12,452
	Wortley Road Public School	2,714
	Sir Wilfrid Laurier Secondary School	7,510
	Saunders Secondary School	19,055
	South Secondary School	15,764
	Westminster Secondary School	8,902
	G.A. Wheable Centre for Adult Learning	3,000
	Pond Mills Environmental Education Centre	720
	Facility Services Leathorne Street	13,856
	<b>Total</b>	<b>281,591</b>

THAMES VALLEY DISTRICT SCHOOL BOARD - CARPET CLEANING SERVICES  
 WORKSHEET F - SQUARE FOOTAGE PER SCHOOL

<b>Carpet Cleaning Zone 2</b>		
<b>F2</b>	<b>Site</b>	<b>Sq Ft</b>
	Aberdeen Public School	1,897
	Bishop Townshend Public School	364
	Bonaventure Meadows Public School	8,720
	C.C. Carrothers Public School	4,195
	Chippewa Public School	8,600
	Ealing Public School	3,982
	Evelyn Harrison Public School	5,176
	F.D. Roosevelt Public School	1,961
	Fairmont Public School	7,816
	Hillcrest Public School L	1,122
	Huron Heights Public School	2,140
	Jeanne Sauvé French Immersion Public School	3,358
	John P. Robarts Public School	9,809
	Knollwood Park Public School	5,120
	Lester B. Pearson School for the Arts	20,077
	Lord Nelson Public School	5,580
	Lord Elgin Public School	5,099
	Lord Roberts Public School	2,168
	Lorne Avenue Public School	11,897
	Northbrae Public School	4,308
	Prince Charles Public School	5,257
	Princess Anne French Immersion Public School L	1,936
	Ryerson Public School	4,172
	Sir Winston Churchill Public School	2,844
	Sir John A. Macdonald Public School	7,392
	St. George's Public School	7,540
	Trafalgar Public School	5,128
	Tweedsmuir Public School	6,173
	London Central Secondary School	9,800
	Clarke Road Secondary School	17,300
	H.B. Beal Secondary School	38,182
	Montcalm Secondary School	27,800
	Sir George Ross Secondary School	9,881
	Thames Secondary School	4,135
	Education Centre	81,500
	<b>Total</b>	<b>331,448</b>

THAMES VALLEY DISTRICT SCHOOL BOARD - CARPET CLEANING SERVICES  
 WORKSHEET F - SQUARE FOOTAGE PER SCHOOL

#14

<b>Carpet Cleaning Zone 3</b>		
<b>F3</b>	<b>Site</b>	<b>Sq Ft</b>
	A.J. Baker Public School	1,605
	Algonquin Public School	14,523
	Beachville Public School	3,404
	Central Public School	3,242
	D.M. Sutherland Public School	1,489
	East Oxford Central Public School	4,010
	Eastdale Public School	1,305
	Harris Heights Public School	4,804
	Hickson Central Public School	15,818
	Hillcrest Public School S	3,275
	Innerkip Central Public School	3,377
	Maple Lane Public School	6,310
	North Norwich Public School	1,489
	Northdale Public School E	4,075
	Norwich Public School	2,513
	Oliver Stephens Senior Public School	7,494
	Otterville Public School	3,114
	Princess Elizabeth Public School	7,925
	Rolph Street Public School	14,637
	Southside Public School	1,201
	Springbank Public School	4,021
	Tavistock Public School	3,855
	Thamesford Public School	2,221
	Tollgate Central Public School	1,225
	Victory Memorial Public School	11,070
	Westfield Public School	5,680
	Zorra Highland Park Public School	3,558
	College Avenue Secondary School	14,038
	Huron Park Secondary School	11,222
	Ingersoll District Collegiate Institute	15,563
	Norwich District High School	7,387
	Woodstock Collegiate Institute	13,088
	Blossom Park Education Centre	3,472
	Tillson Avenue Education Centre	3,907
	Livingston Education Centre	14,985
	<b>Total</b>	<b>152,176</b>

THAMES VALLEY DISTRICT SCHOOL BOARD - CARPET CLEANING SERVICES  
 WORKSHEET F - SQUARE FOOTAGE PER SCHOOL

<b>Carpet Cleaning Zone 4</b>		
<b>F4</b>	<b>Site</b>	<b>Sq Ft</b>
	A.E. Duffield Public School	2,755
	Aldborough Public School	4,364
	Balaclava Street Public School	4,164
	Caradoc Central Public School	3,716
	Caradoc South Public School	3,109
	Delaware Central Public School	3,297
	Edward Street Public School	2,270
	Elgin Court Public School	3,621
	Forest Park Public School	3,505
	Homedale Public School	1,728
	Locke's Public School	6,342
	M.B. McEachren Public School	5,995
	McGregor Public School	4,999
	Mosa Central Public School	1,865
	Port Burwell Public School	6,226
	Scott Street Public School	2,653
	Southwold Public School	3,570
	Sparta Public School	1,276
	Straffordville Public School	6,006
	Summers' Corners Public School	5,682
	Westminster Central Public School	2,088
	Mitchell Hepburn Public School	n/a
	Arthur Voaden Secondary School	27,511
	Central Elgin Collegiate Institute	10,895
	East Elgin Secondary School	7,385
	Glencoe District Secondary School	9,794
	Parkside Collegiate Institute	15,628
	West Elgin Secondary School	10,904
	<b>Total</b>	<b>137,673</b>

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<b>Carpet Cleaning Zone 5</b>		
<b>F5</b>	<b>Site</b>	<b>Sq Ft</b>
	Adelaide-W.G. MacDonald Public School	3,858
	Centennial Central Public School	1,734
	Clara Brenton Public School	3,877
	Colborne Street Public School	6,569
	East Williams Memorial Public School	4,205
	Emily Carr Public School	16,298
	Jack Chambers	8,713
	John Dearness Public School	3,681
	Masonville Public School	4,125
	McGillivray Central Public School	1,822
	Metcalfe Central Public School	3,426
	North Meadows Public School	3,260
	Northdale Central Public School	2,136
	Northdale Public School L	2,491
	Northridge Public School	1,227
	Orchard Park Public School	2,934
	Oxbow Public School	4,149
	Eagle Heights Public School	4,939
	Parkview Public School	2,499
	River Heights Public School	4,062
	Riverside Public School	3,748
	Sherwood Forest Public School	5,805
	Southdale Public School	2,239
	Stoneybrook Public School	12,260
	University Heights Public School	3,522
	Valleyview Public School	2,903
	Westdale Public School	2,439
	Wilfrid Jury Public School	15,227
	Sir Frederick Banting Secondary School	12,032
	Lord Dorchester Secondary School	8,283
	A.B. Lucas Secondary School	10,620
	Medway High School	14,146
	Oakridge Secondary School	15,410
	Banting Annex - ESL	16,400
	<b>Total</b>	<b>162,104</b>



**WORKSHEET G  
CARPET CLEANING SERVICE REPORT**

**Location:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Charge Custodian/  
Designate:** \_\_\_\_\_ **Carpet Technician:** \_\_\_\_\_

**Gross Square Footage To Be Cleaned:** \_\_\_\_\_

**Pre Inspection Report Completed by Technician (note any problem areas):**

**Comments:** \_\_\_\_\_

**Furniture Moving Reviewed**      Yes                          No   

**Floor Plan Provided**              Yes                          No   

**Carpet Technician (Signature):** \_\_\_\_\_

**Post Inspection Report (completed by Charge Custodian):**

**Was the job?**      Satisfactory                          Unsatisfactory   

**Furniture Moved**    Yes                          No   

**Pre Vacuum**      Yes                          No   

**Pre Spray**      Yes                          No   

**Comments:** \_\_\_\_\_

**Charge Custodian / Designate (Signature):** \_\_\_\_\_

**Please fax to your Operations Leader and keep a copy on file at the school.**