



Canadian Mental  
Health Association  
Kootenays  
*Mental health for all*

Association canadienne  
pour la santé mentale  
Kootenays  
*La santé mentale pour tous*



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## **Call for Expressions of Interest- Janitorial Services at CMHA for the Kootenays in Cranbrook BC**

Canadian Mental Health Association for the Kootenays is looking to engage the services of a Janitor/Contractor for CMHA for the Kootenays at the following sites: **Abbott Gardens, Building A and B 2400B Kootenays Street N; Sonja's Garden laundry, Peter Johnson Complex common space 1000 21<sup>st</sup> Ave N. ;Administration Office 100 - 1000 21<sup>st</sup> Ave N Youth; Volunteer Services, and Crisis Line 300 - 1000 21<sup>st</sup> Ave N; Youth, Volunteer Services, and Crisis Line 300 - 1000 21<sup>st</sup> Ave N, Connor Stewart Training Center 200 - 1000 21<sup>st</sup> Ave N**

Included in this expression is the requirement to clean rental units as required on a fee for service basis. The term of the contract is April 01, 2018 – March 31, 2019.

Responsibilities will vary however in general the contract will include the following:  
Cleans washes and disinfects interior building areas at including: amenities space, office spaces, foyer, common areas, stairwells, hallways and washrooms. Disposes of refuse and performs spot clean-ups as required. Secure buildings as required. Reports any non routine maintenance issues. Performs other related duties as required.

Should you or your organization , have an interest in responding to this Call for Expressions of Interest you are asked to submit responses to myself, Dana Hill, Director of Housing services(email address [dhill@cmhakootenays.org](mailto:dhill@cmhakootenays.org)) on or before Feb 28, 2018: Response packages should include:

- A. Letter of introduction
- B. Project Experience
- C. References
- D. Schedule of Fees
- E. Proof of WorkSafe Coverage
- F. Proof of General Liability of \$2,000,000.00

The Association wishes to thank you in advance for your interest and wishes to advise that only short-listed applicants will be notified.

