

## **ATTACHMENT 1 – JANITORIAL TASKS AND FREQUENCIES-SYCAMORE CENTER**

The following items are added to the Scope of Work. All other Scope of Work that was previously on the Attachment A still applies.

### **DAILY**

#### **Restrooms:**

- Plunge stool if necessary
- Wipe down outside of doors

**Kitchen:** Using a general purpose or germicidal disinfectant

- Clean and Sanitize (removed Wipe)
  1. Kitchen counters
  2. Outside of Cabinets
  3. Tables

#### **Dining Rooms**

- Clean and Sanitize tables

#### **Social Room**

- Vacuum

#### **Conference Room**

- Vacuum

### **WEEKLY**

- Wash inside and outside of Industrial Trash Cans using an appropriate cleaner or a germicidal disinfectant preferably to be completed on Fridays.

### **QUARTERLY**

- Machine clean front entrance and clean baseboards
- Vacuum and Shampoo carpet in Social Room
- Vacuum and Shampoo carpet in Conference Room
- Machine clean all tile area on first (1) floor except bathrooms

There is only one bathroom on the Second (2) floor to be cleaned.

Staff do not have to clean the Third (3) and Fourth (4) floor of building.

All trash cans are to be emptied and placed in located they were found.