

Specifications for Cleaning Services
RESIDENCE HALL

LOBBIES / CORRIDORS / ENTRIES / EXIT / VESTIBULES	Srv Days Per Yr
Dust all horizontal surfaces	104
Dust all high reach areas.	12
Spot clean all walls, light switches and doors.	260
Clean and polish all drinking fountains.	156
Fully vacuum all carpets from wall to wall.	260
Using approved spotter, spot clean carpeted area.	260
Dust mop all hard surface floors with treated or electrostatic dust mop.	156
Mop all stains and spills, especially coffee and drink spills.	156
Damp mop entire area.	104
Using a high-speed floor machine, spray buff all hard surface areas.	3
Machine scrub hard surfaces floor & apply one coat of polish, allow to dry, then buff.	2
Strip hard surface floor and recoat with three coats of floor polish	2
Vacuum walk-off mats.	260
Shampoo carpeted floors using extractor system.	12
Clean ceiling vents.	12
Clean both sides of all glass doors and side glass.	260
Using approved spotter, spot clean carpeted areas.	260
Spot clean all partition glass.	260
Police hard floor area, removing all obvious litter and debris.	104
Empty all waste receptacles and remove trash to designated area.	260
Police stairs and pick up litter.	208
Damp mop stairs, dust railings, ledges and spot clean.	260
RECREATION ROOMS	Srv Days Per Yr
Empty and damp wipe ashtrays.	104
Dust all horizontal surfaces	104
Dust all high reach areas.	12
Spot clean all walls, light switches and doors.	260
Fully vacuum all carpets from wall to wall.	260
Using approved spotter, spot clean carpeted area.	260
Dust mop all hard surface floors with treated or electrostatic dust mop.	156
Mop all stains and spills, especially coffee and drink spills.	156
Damp mop entire area.	104
Machine scrub hard surfaces floor & apply one coat of polish, allow to dry, then buff.	2
Strip hard surface floor and recoat with three coats of floor polish	2
Shampoo carpeted floors using extractor system.	12
Spot clean all partition glass.	260
Vacuum all fabric furniture.	260
Police hard floor area, removing all obvious litter and debris.	104
Clean ceiling vents.	12
Empty all waste receptacles.	260
Completely clean stoves.	24
Spot clean all furniture.	52
Using approved spotter, spot clean carpeted areas.	260

Specifications for Cleaning Services
RESIDENCE HALL (cont)

PUBLIC RESTROOMS	Srv Days Per Yr
Remove all collected trash to designated area	156
Machine scrub hard surface floors.	3
Refill dispensers, empty trash, clean & sanitize all restrooms fixtures, wipe all counters, clean mirrors, wipe chrome, spot wipe partitions, sweep & damp mop floors using a germicidal cleaner.	365
Clean all ceiling vents.	12
Wash all walls using machine.	2

SEMI-PRIVATE RESTROOMS	Srv Days Per Yr
Empty trash, clean & sanitize all restroom fixtures, clean mirrors, wipe counters, spot clean walls & doors.	260
Machine scrub hard surface floors	2
Clean all ceiling vents.	2
Fully clean all showers	104
Wash all walls using machine.	6

FOOD FACILITIES	Srv Days Per Yr
Dust all horizontal surfaces	52
Spot clean all walls, light switches and doors.	52
Dust mop all hard surface floors with treated or electrostatic dust mop.	365
Damp mop entire area.	52
Damp mop stairs, dust railings, ledges and spot clean.	52
Police stairs and pick up litter.	208
Machine scrub hard surfaces floor & apply one coat of polish, allow to dry, then buff.	2
Strip and refinish hard floor elevator.	1

FOOD FACILITIES SERVICE (KITCHEN AREA)	Srv Days Per Yr
Empty all waste receptacles and remove trash to designated area.	365
Spot clean outside of all kitchen appliances, cabinets, counter tops and walls, clean sink empty and remove all trash.	365
Clean refrigerator, empty contents at customer request.	1
Damp clean all tabletops, removing all ink and pencil marks.	365
Clean all ceiling vents.	1
Damp wipe and clean all ceiling fixtures.	1
Wash and sanitize all trash containers.	12
Dust all high reach areas.	6
Damp wipe window ledge.	12
Dust mop all hard surface floors with treated or electrostatic dust mop.	365
Damp mop entire area.	365
Strip hard surface floor and recoat with three coats of floor polish.	1

Specifications for Cleaning Services
DINING AREA

FOOD FACILITIES	Srv Days Per Yr
Dust all horizontal surfaces	52
Spot clean all walls, light switches and doors.	52
Dust mop all hard surface floors with treated or electrostatic dust mop.	365
Damp mop entire area.	52
Damp mop stairs, dust railings, ledges and spot clean.	52
Police stairs and pick up litter.	208
Machine scrub hard surfaces floor & apply one coat of polish, allow to dry, then buff.	2
Strip and refinish hard floor elevator.	1

FOOD FACILITIES SERVICE (KITCHEN AREA)	Srv Days Per Yr
Empty all waste receptacles and remove trash to designated area.	365
Spot clean outside of all kitchen appliances, cabinets, counter tops and walls, clean sink empty and remove all trash.	365
Clean refrigerator, empty contents at customer request.	1
Damp clean all tabletops, removing all ink and pencil marks.	365
Clean all ceiling vents.	1
Damp wipe and clean all ceiling fixtures.	1
Wash and sanitize all trash containers.	12
Dust all high reach areas.	6
Damp wipe window ledge.	12
Dust mop all hard surface floors with treated or electrostatic dust mop.	365
Damp mop entire area.	365
Strip hard surface floor and recoat with three coats of floor polish.	1