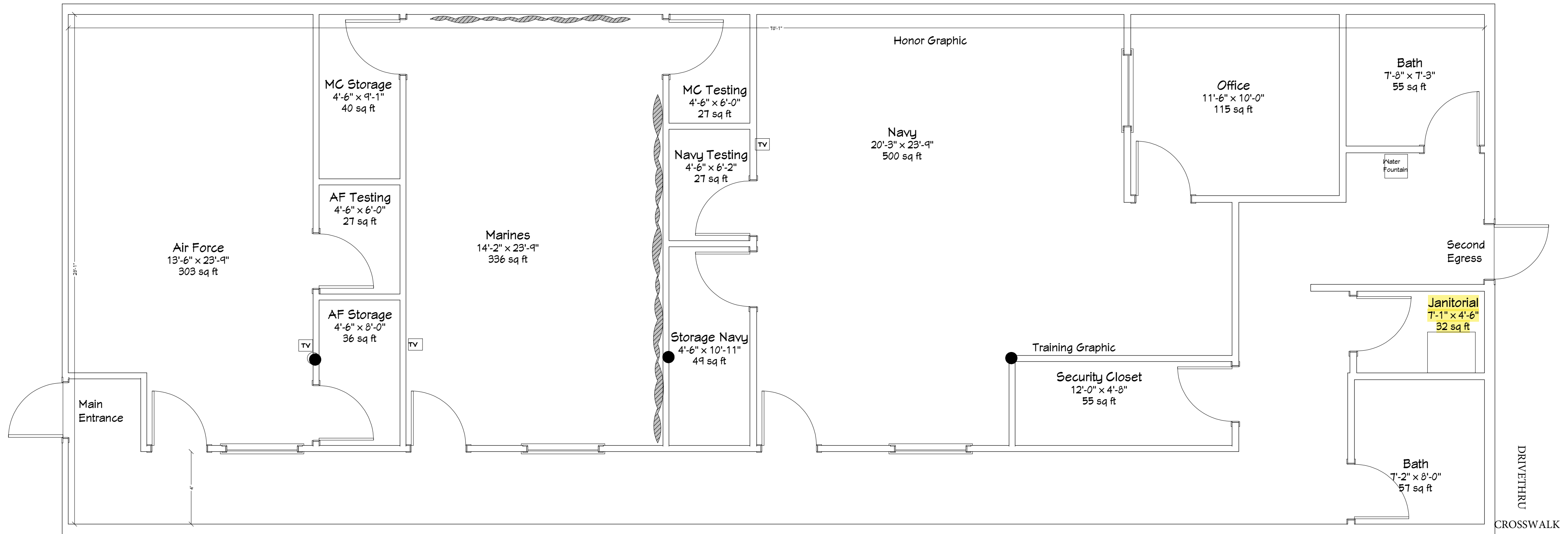




ARMED FORCES CAREER CENTER
535 LOWELL STREET, UNITS 111 AND 113
PEABODY, MA
2,200 SF

AIR FORCE - 500 SF
MARINES - 700 SF
NAVY - 1,000 SF

- Add a 5- to 6 ft wide cross walk across the drive thru lane
- locate cross walk to the right of the back door when exiting, between the stone wall and the downspout.
- should have ~15 to 20 ft between the cross walk and the ordering kiosk.
- add a Stop sign and a Do Not Block Cross Walk sign located before the cross walk.

Exhibit A to Lease no. DACA 335250003300

<u>SERVICE ITEM</u>	<u>DESCRIPTION</u>	<u>STANDARD</u>
1. Trash Removal (2x or 3x weekly)	Empty all trash/waste baskets from all offices, common areas and restrooms and remove all trash from the facility for pick up in dumpster or provided service at the facility. Replace liner in each trash receptacle. Removal includes any accumulated full bags that are no longer in the waste baskets.	Provide and replace, each visit, 100% recycled trash can liners.
2. Vacuuming (2x or 3x weekly)	Vacuum all carpets and hard surfaced floors, upholstered furniture, windowsills, restroom facilities, entryways, common areas, and storage closets to remove all dust, debris, cobwebs and visible particles including edges of carpets and baseboards and spot clean stains as needed with chemical cleaner.	Vacuum with a beater brush/ crevice hose type machine with a filtration system which minimizes airborne dust particles, (ideally a HEPA filter vacuum).
3. Hard Surface Cleaning (2x or 3x weekly)	Damp mop all ceramic, tile, or vinyl tile areas with an appropriate chemical cleaner. All non-carpeted floors shall be cleaned and maintained in accordance with the Performance Work Statement.	All common areas must be cleaned to the same standards.
4.High-Touch Surface Cleaning (2x or 3x weekly)	Disinfect all high-touch surfaces (e.g., countertops, doorknobs, door handles, light switches, handles, toilet levers, sink handles, water fountain buttons, door entry keypads, door phone systems, fixtures)	Clean/wipe down surfaces with disinfectant. if surfaces are dirty, they shall be cleaned using a detergent or soap and water prior to disinfection. For disinfection, at minimum, alcohol solutions with at least 70% alcohol, and most EPA-Registered household disinfectants and wipes are allowed.
5.Restrooms (2x or 3x weekly)	Disinfect all restroom fixtures with environmentally friendly antibacterial chemical disinfectant clean and disinfect all floors, toilets and sinks so no encrustation or water rings are present. Furnish restroom supplies as required.	Clean with earth friendly antibacterial disinfectant all surfaces, floors and fixtures and replace paper products with 100% recycled toilet paper and paper towels; and environmentally friendly soap, etc., as needed.
6.Miscellaneous Cleaning (2x or 3x weekly)	Includes removal of fingerprints or smears on glass entrance doors and interior glass in between window cleanings and surfaces that are highly noticeable including furniture or doors. Cleaning of painted walls removing scuff, stains, markings, fingerprints, and obvious soil. Drinking fountain – clean and disinfect all porcelain and polished metal surfaces, including the cabinet, percolator orifices and drains. The drinking fountains shall be free from stains, spots, smudges, scale and obvious soil.	Use cloth with cleaner to remove smears, fingerprints, smudges, etc. Clean with antibacterial, environmentally friendly disinfectant all hard surfaces and fixtures
7.Dusting (Once per Month)	Dust all surfaces, including: chairs, desks, cabinets, furniture, windowsills, blinds, to include mini blinds baseboards, woodwork, HVAC vents, light fixture lens, or any surface where dust may collect and is visible to the eye.	Dusting with a damp/chemical treated cloth is required.
8.Clean Glass Surfaces (Once per Month)	All interior and exterior window surfaces (weather permitting 38 degrees or above) must be cleaned inside and out with an appropriate cleaner leaving no streaks, working around window stenciled signage that may be present.	Clean all windows with appropriate cleaner to streak free as weather permits, including wiping off sills, inside and outside, being careful not to damage blinds, LED lights, and safety window films which may be present.

Note: Exterior windows can be cleaned with an appropriate chemical cleaner **that is wet, non-abrasive, without strong solvents or alcohol, and has a pH value between 3.0 and 11.0; a cloth or sponge can be used. Do not use pressure washing to clean.** Interior windows with fragment retention film should not have anything other than water/soap (baby shampoo is recommended for cleaning windows with fragmentation film).

9.Wash Trash Receptacles (Once per Month)	Dirty trash containers shall be washed inside and out and shall be odor free.	Use soap and water or acceptable chemical cleaner to remove any build up and smell.
10.De-scale Toilet Bowls and Urinals (Once per Month)	Toilet bowls and urinals shall be de-scaled in order to remove any accumulated hard deposits.	After de-scaling, the entire surface shall be free from streaks, stains, scale, scum, urine deposits, mineral deposits and rust stains.
11.Carpet Cleaning Twice per year, (April & October) or as scheduled in advance Must be performed after normal working hours.	Only the high-performance hot water extraction systems commonly called "Steam Cleaning" be used. High traffic areas and troublesome spots should be pretreated. The process consists of spraying a chemical cleaning solution with water into the pile and using a powerful vacuum, recovering the solution and soil into a holding tank. Should only be done by a truck mounted unit outside the facility with only the hose and wand brought inside. Caution: Water/Steam Temperatures should never exceed 120°F. Do not allow foot traffic on the carpet until it is dry. Place fans on wet areas during cleaning and allow carpets to dry as long as possible. Complete procedure with a thorough pile lifting.	Add a certified fabric protection treatment to aid in preventing further soiling in high traffic or troublesome areas to keep the appearance of the carpet in between cleanings. Spot cleaners should be applied prior to general cleaning.
12.Clean Light Fixtures (Once per year in October)	Globes, reflectors, covers, diffusers, and plastic side panels shall be removed and washed. After cleaning and reassembling, light fixtures shall be free of bugs, dirt, dust, grease and other foreign matter.	Contractor shall clean light fixtures in conjunction with an already scheduled cleaning appointment.
13.Emergency Cleaning (As needed)	Cleaning services include any work identified in paragraph 12 of Performance Work Statement.	The Contractor shall respond within a half day, if at all practicable. The Contractor shall perform Emergency Cleaning required due to broken or leaking pipes, sinks, toilets, or other occurrences requiring immediate corrective action to restore an area to its normal state of cleanliness and appearance.

In the event of a no-show by the cleaning Contractor, the normal cleaning daily items may be deducted from any amounts due and owing under this contract.