

ARMY COMPANY COMMAND 11 ELKINS ST, SUITE 209 KING TERMINAL SO. BOSTON, MA

Approx 1,050 total sf Approx 800 sf carpet Approx 250 sf tile

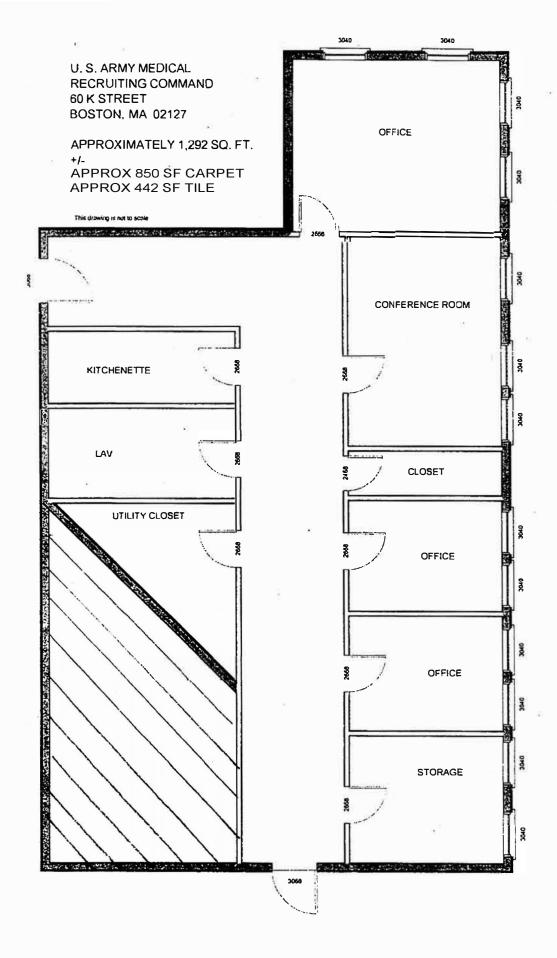
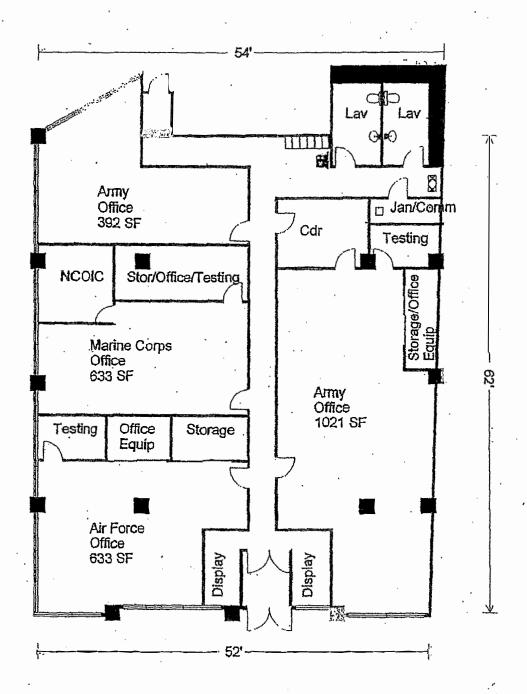


EXHIBIT "A"



U.S. ARMED FORCES CAREER CENTER 141Tremont Street, Boston, MA

APPROX. 3,700 SQ FT GROSS 2,679 SQ FT NET APPROX 2679 SF CARPET APPROX 1021 SF TILE

MONTHLY JANITORIAL SERVICES CHECKLIST FOR FACILITIES - 3000 SQ FT or MORE

SCAN & EMAIL Checklist at end of each month to the following: cenae-re@usace.army.mil COE POC For Janitorial issues, No Access, or No Show reports: Joanne.K.Doucette@usace.army.mil

Add	
Address:	
Recruiti	
ing Station ID:	

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MONTHYEAR	CALENDAR DATES:																															MSR "RATING" or COMMENTS ON THE QUALITY OF THE WORK BELOW. Rating Key: S - Satisfactory M - Marginal U - Unsatisfactory
SERVICES TO BE PROVIDED:	PREQUENCY REQUIRED	M	1	٧	7	Ţ	TOTAL	×	7	W	1	Т	TOTAL	×	1	W	7	T	TOTAL	×	1	٧	1	7	TOTAL	M	T	W	Т	F 10	TOTAL	I - Insumicient (Supplies)
TRASH REMOVAL & CHANGE LINERS																																
VACUUM ALL FLOORS & UPHOLSTERED FURNITURE																																
DAMP MOP ALL HARD SURFACE FLOORS																																
CLEAN & DISINFECT ALL REST ROOM FIXTURES AND FLOORS **	N THE R																															
CLEAN AND DISINFECT WATER FOUNTAIN, AND WIPE DRY																																
8POT CLEAN ENTRANCE DOOR & INTERIOR GLASS TO REMOVE FINGERPRINTS & SMEARS																																
CLEAN GLASS SURFACES (EXT & INT) INSIDE & OUT																																
DAMP DUST ALL SURFACES****	Tools, and the second													_	o be	acco	To be accomplished on the first week of the Month	shed	on th	first	weel	ôf th	Te Mo	<u></u>								
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DE-SCALE TOILET BOWLS & URINALS																																
FURNISH RESTROOM SUPPLIES																																
SPOT CLEAN CARPETS	As Required																															
REPLACE LIGHT BILBS AND FLUORESCENT TUBES, FOR LIGHT FOTURES (RELAMPING)								O No	O NOT MARK	IARK	BOKES		HAPI	HAZARD		Y. TASK		CARRIES	IES A			MITED SEPERATE	ERA		CHARGE	GE,						
CLEAN HVAC RETURN, DIFFUSER & GRILLES	dy - Year	lnseri	date ser	vice									7	200	laren	iched	JNO	2ea 3		rter i	MA	B =	2	ED an	a DE	,						
CHANGE HVAC FILTERS	44 100		provided										3	8	, and	9 100	TO be accomplished office each quarter in math, John, 3cf, and Dec	רכמנ	a qu	8	į	2,5	лч, э	9	900	,						
SHAMPOO ALL CARPETS, REMOVING ALL DIRT AND NON-PERM SPOTS OR STAINS***	2x - Year	Insert	Insert date service provided	vice											o be	accor	To be accomplished TWICE each year in APR & OCT	ned TN	NICE	each	year	in AP	R & (СТ								
CLEAN LIGHT FIXTURES	1x - Year	Insert	insert date service	vice											1	be a	To be accomplished ONCE each year in OCT	nlishe	NO	CF es	ich vi	ear in	OCT									
HIGH DUSTING/CLEANING			ecvided												,	500		pliello	9	C C C	acii y	g	2									
Contractor Representative Name certifying that ALL required tasks were completed for each week (Please Print)	tifying that reach week																															
Military 3 ervice Representative Name concurring that ALL required tasks were completed for each week (Please Print)	e completed																															
" Change waste basket liners as necessary " No rust, encrustation or water rings shall exist	sary	Contractor/Contrator Supervisor Comments:	ctor/C	ontrato	r Sup	oslvie	Comm	nents																		70	RECRUITER IN CHARGE	E	N CH	RGE		
"" Steam clean required to remove "" Damp dust IAW the PWS																										Z)	RECRUITER TELEPHONE	ER.		Ň	<u>'</u> ''	
FORM UPDATED 08-28-2023																										s	SIGNATURE	URE				

MONTHLY JANITORIAL SERVICES CHECKLIST FOR FACILITIES - Under 3000 SQ FT

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