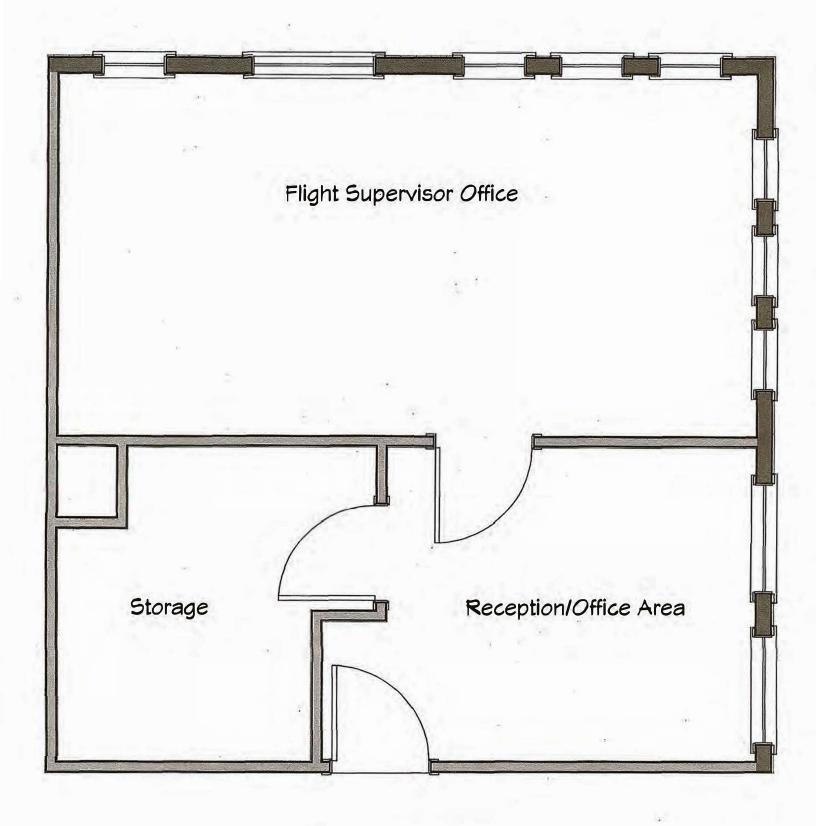


ARMED FORCES CAREER CENTER EAST BROOK MALL 95 STORRS ROAD, Unit 18A WILLIMANTIC, CT 06226 APPROX 1,600 SQ FT



U. S. Air Force Riverview Office Building 49 C Tolland Turnpike Manchester, CT 06066

Approx 509 Sq. Ft. +/-

**EXHIBIT A** 

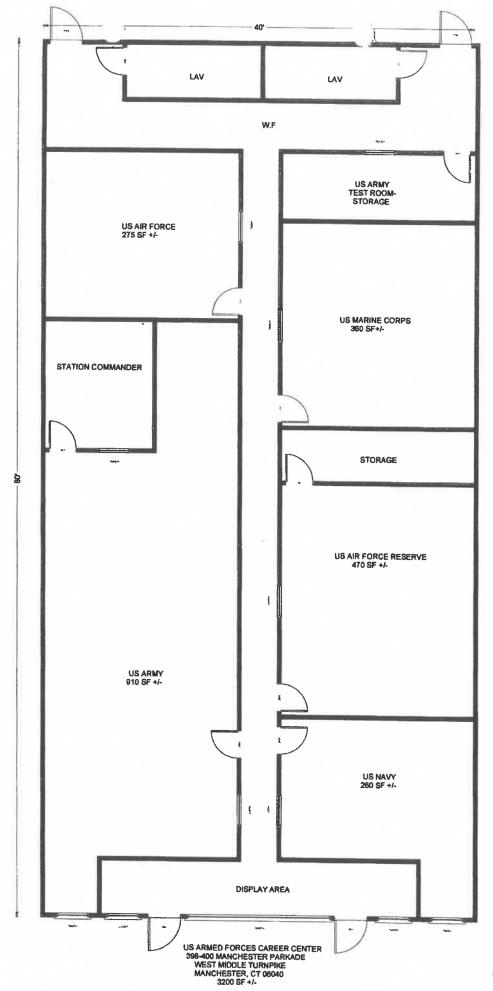


EXHIBIT "A"

## 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>								
WASH ALL TRASH RECEPTACLES	A												Ŧ	O AC	CESS	first	If NO ACCESS first week, record IF tasks performed in total column	, reco	ord IF	task	speri	forme	di	otal	ölum	-						
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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