

ATTACHMENT A
PACKAGE "A"
TOWN LAKE CENTER (TLC)
TASK LIST
IFBBV - KDW0070

1	A JANITORIAL SERVICES/TASKS FOR TOWN LAKE CENTER (TLC)	B	C	D				E	F	G	H	I	J
		CLASS OF SERVICE								Notes		Deductions	
		Daily	Weekly	Monthly	Quarterly	Daily	Weekly	Quarterly					
Day	Day	Day	Day	Nightly	Night	Night				Janitorial staff to use			
5	Check and replenish all restroom supplies											check 3-4 times daily	\$65.70
6	Clean all coffee bars and kitchens, including microwaves interiors, cabinet exteriors, replenish supplies as needed, empty aluminum recycle can holders and trash cans as needed											Use odorless disinfectant	\$87.60
7	Clean all conference rooms, including tables and chairs, empty trash as needed											Dust sills and blinds	\$43.80
8	Clean the 1st and 3rd floor large breakroom areas, dust sill and blinds, empty trash as needed											Check 3-4 times daily	\$21.90
9	Clean, mop, and sanitize all rest rooms including all shower area's, use restroom closed signage											Check 3-4 times daily	\$306.60
10	Clean all floor mats, reinstall when completely dry											1st and 3rd floors	\$10.95
11	Clean all glass doors and windows, both inside and outside on 1st floor entrance												\$43.80
12	Clean carpets (hot water extraction) in all common areas, hallways, meeting rooms, breakrooms											Weekends/Nights only	\$700.80
13	Clean all lobby and waiting area furniture throughout building												\$21.90
14	Clean carpets (hot water extraction) in offices											Evenings, Up to 10 times a yr.	\$131.40
15	Clean first floor Break Room, Training Room 100, Assembly Room and Foyer carpet (hot water extraction)											Weekends/Nights only	\$350.40
16	Clean the two passenger elevators, elevator walls, sweep floors and mop when needed											Night crew mop every night	\$43.80
17	Clean all 1st floor outside windows												\$150.00
18	Clean glass above north and south doors in lobby, remove all cobwebs												\$21.90
19	Clean and remove all cobwebs from ledges and TV over 2nd floor balcony												\$10.95
20	Clean glass rail and glass on the second (2) floor balcony												\$10.95
21	Clean, dust, damp mop hard surface floors, including Bathroom floors, use wet floor signage											Check 3-4 times daily	\$131.40
22	Clean, sanitize, dry-shine drinking fountains											Odorless product for cleaning	\$21.90
23	Clean freight and garage elevators including thresholds												\$21.90
24	Clean and wipe down all doors in building												\$262.80
25	Dust all corners, edges, baseboards of building, remove all cobwebs												\$87.60
26	Dust all light fixtures, mini-blinds, window sills and all supply and return air vents												\$87.60
27	Dust and clean marble walls in lobby, 1st and 2nd floors, remove all cobwebs												\$43.80
28	Dust and clean all modular furniture overhead bins and top caps												\$43.80
29	Empty and clean all cigarette bins, replace white sand in cigarette bins as needed											Contractor to provide sand	\$21.90
30	Empty recycle bins from individual offices into large recycle containers												\$21.90
31	Empty all trashcans in offices, replace liners as needed											Contractor to provide liners	\$131.40
32	Janitorial office and all storage area's kept clean and clutter free												\$10.95
33	Remove trash in garage, sweep garage stairwells & dust handrails, Receptacles are on each floor												\$43.80
34	Setup meeting and conference rooms, tables and chairs, coffee set ups											Must be able to lift 50 lbs.	\$43.80
35	Spot check, clean and replenish supplies in all coffee bars, kitchens, conference rooms, break rooms and res rooms. Maintain 5 rolls of towels per bar, 1 bottle of dish soap												\$65.70
36	Strip and wax all hard surface floors, including garage elevators											Weekends only/Nights only	\$350.40
37	Sweep garage and freight elevators and wipe down walls												\$21.90
38	Sweep building stairwells and dust handrails												\$65.70
39	Sweep all sidewalks including smoking area, pick up litter around building												\$43.80
40	Vacuum entire bldg. And spot clean as needed											Vacuum 3rd floor after 9 pm	\$219.00
41	Wet mop building stairways												\$175.20
42													
43	*Deductions refer to Section 0500 Substandard Performance Paragraph No. 8												

ATTACHMENT B
 PACKAGE "A"
 KRAMER LANE BUILDINGS C D
 TASK LIST
 IFBBV - KDW0070

JANITORIAL SERVICES/TASKS Kramer Lane Building C & D	CLASS OF SERVICE				Notes	*Deductions
	Daily	Weekly	Monthly	Quarterly		
Clean all coffee bars, kitchens, break rooms, including microwaves interiors, cabinet exteriors, stoves and replenish supplies and, if applicable, empty aluminum recycle can holders					Use odorless disinfectant	\$87.60
Clean all conference rooms, including tables and chairs					As needed after meetings	\$43.80
Clean and sanitize all rest rooms, replenish supplies, use restroom closed signage					Use odorless disinfectant, twice daily, AM and PM	\$175.20
Clean all floor mats, reinstall when completely dry (if applicable)						\$131.40
Clean all glass doors and windows in lobby, both inside and outside (if applicable)						\$21.90
Clean carpets (hot water extraction) in all hallways, meeting rooms, breakrooms					Weekends and evenings	\$43.80
Clean carpets (hot water extraction) in offices to include spot cleaning					Weekends & evenings, up to 10 a yr.	\$131.40
Clean all lobby and waiting area furniture						\$2.19
Clean and wipe all doors in building						\$175.20
Clean, sanitize, dry-shine drinking fountains					Use odorless product	\$21.90
Clean elevators, elevator walls, sweep floors, use wet floor signage						\$2.19
Dust all corners, edges, baseboards of building, remove all cobwebs						\$43.80
Dust all light fixtures, mini-blinds, window sills and all supply and return air vents						\$700.80
Dust and clean all modular furniture overhead bins and top caps (if applicable)					As needed	\$21.90
Empty and clean all cigarette bins, replace white sand in cigarette bins					Contractor to provide sand	\$21.90
Empty recycle bins from individual offices into large recycle containers						\$65.70
Empty all trashcans, replace liners as needed					Contractor to provide liners	\$65.70
Setup meeting and conference rooms					As needed according to meeting schedule	\$21.90
Clean and mop all hard surface floors, including Bathrooms					Bring to lustrous appearance	\$153.30
Strip and wax all hard surface floors, including elevators (if applicable)					Weekends and evenings	\$1,752.00
Sweep building stairwells and dust handrails (if applicable)						\$43.80
Sweep sidewalks, pick up litter around Building and Bays						\$21.90
Wet mop or vacuum all building stairways						\$87.60

*Deductions refer to Section 0500 Substandard Performance Paragraph No. 8

ATTACHMENT C
 PACKAGE "A"
 KRAMER BUILDING E
 TASK LIST
 IFBBV - KDW0070

JANITORIAL SERVICES/TASKS Kramer Lane Building E	CLASS OF SERVICE				Notes	*Deductions
	Daily	Weekly	Monthly	Quarterly		
Clean all coffee bars, kitchens, break rooms, including microwaves interiors, cabinet exteriors, stoves and replenish supplies and, if applicable, empty aluminum recycle can holders					Use odorless disinfectant	\$87.60
Clean all conference rooms, including tables and chairs					As needed after meetings	\$43.80
Clean and sanitize all rest rooms, replenish supplies, use restroom closed signage					Use odorless disinfectant, twice daily, AM and PM	\$175.20
Clean all floor mats, reinstall when completely dry (if applicable)						\$131.40
Clean all glass doors and windows in lobby, both inside and outside (if applicable)						\$21.90
Clean carpets (hot water extraction) in all hallways, meeting rooms, breakrooms					Weekends and evenings	\$43.80
Clean carpets (hot water extraction) in offices					Weekends & evenings, up to 10 a yr.	\$131.40
Clean all lobby and waiting area furniture						\$2.19
Clean and wipe all doors in building						\$175.20
Clean, sanitize, dry-shine drinking fountains					Use odorless product	\$21.90
Clean elevators, elevator walls, sweep floors, use wet floor signage						\$2.19
Dust all corners, edges, baseboards of building, remove all cobwebs						\$43.80
Dust all light fixtures, mini-blinds, window sills and all supply and return air vents						\$700.80
Dust and clean all modular furniture overhead bins and top caps (if applicable)					As needed	\$21.90
Empty and clean all cigarette bins, replace white sand in cigarette bins					Contractor to provide sand	\$21.90
Empty recycle bins from individual offices into large recycle containers						\$65.70
Empty all trashcans, replace liners as needed					Contractor to provide liners	\$65.70
Setup meeting and conference rooms					As needed according to meeting schedule	\$21.90
Clean and mop all hard surface floors, including Bathrooms					Bring to lustrous appearance	\$153.30
Strip and wax all hard surface floors, including elevators (if applicable)					Weekends and evenings	\$1,752.00
Sweep sidewalks, pick up litter around Building						\$21.90
Sweep building stairwells and dust handrails (if applicable)						\$43.80
Wet mop or vacuum all building stairways						\$87.60

*Deductions refer to Section 0500 Substandard Performance Paragraph No. 8

ATTACHMENT D
 PACKAGE "A"
 ST. ELMO
 TASK LIST
 IFBBV - KDW0070

JANITORIAL SERVICES/TASKS ST. Elmo	CLASS OF SERVICE				Notes	*Deductions
	Daily	Weekly	Monthly	Quarterly		
Clean all coffee bars, kitchens, break rooms, including microwaves interiors, cabinet exteriors, stoves and replenish supplies and, if applicable, empty aluminum recycle can holders					Use odorless disinfectant	\$43.80
Clean all conference rooms, including tables and chairs					As needed after meetings too	\$21.90
Clean and sanitize all rest rooms, replenish supplies, use restroom closed signage					Use odorless disinfectant, twice daily AM and PM	\$87.60
Clean all floor mats, reinstall when completely dry (if applicable)						\$21.90
Clean all glass doors and windows in lobby, both inside and outside (if applicable)						\$43.80
Clean carpets (hot water extraction) in all hallways, meeting rooms, breakrooms					Weekends and evenings	\$43.80
Clean carpets (hot water extraction) in offices					Weekends & evenings, up to 10 a yr.	\$131.40
Clean, dust, damp mop hard surface floors, use wet floor signage						\$10.95
Clean all lobby and waiting area furniture						\$10.95
Clean and wipe all doors in building						\$131.40
Clean, sanitize, dry-shine drinking fountains					Use odorless product	\$21.90
Clean elevators, elevator walls, sweep floors, use wet floor signage						\$10.95
Dust all corners, edges, baseboards of building, remove all cobwebs						\$43.80
Dust all light fixtures, mini-blinds, window sills and all supply and return air vents						\$219.00
Dust and clean all modular furniture overhead bins and top caps (if applicable)					As needed	\$21.90
Empty and clean all cigarette bins, replace white sand in cigarette bins					Contractor to provide sand	\$21.90
Empty recycle bins from individual offices into large recycle containers						\$65.70
Empty all trashcans, replace liners as needed					Contractor to provide liners	\$65.70
Setup meeting and conference rooms					As needed according to Meeting Schedule	\$21.90
Clean and mop all hard surface floors including Bathrooms					Bring to lustrous appearance	\$87.60
Strip and wax all hard surface floors, including elevators (if applicable)					Weekends and evenings	\$525.60
Sweep building stairwells and dust handrails (if applicable)						\$21.90
Sweep sidewalks, pick up litter around building						\$21.90
Vacuum and spot clean all carpet						\$87.60
Wet mop or vacuum all building stairways						\$21.90

*Deductions refer to Section 0500 Substandard Performance Paragraph No. 8

ATTACHMENT E
 PACKAGE "A"
 ENERGY CONTROL CENTER (ECC)
 TASK LIST
 IFBBV - KDW0070

	A	B	C	D	E	F	G
1	JANITORIAL SERVICES/TASKS	CLASS OF SERVICE				Notes	*Deduction
2		Daily	Weekly	Monthly	Quarterly		
3	Clean all coffee bars, kitchens, break rooms, including microwaves interiors, cabinet exteriors, stoves and replenish supplies and, if applicable, empty aluminum recycle can holders					Use odorless disinfectant	\$32.85
4	Clean all conference rooms, including tables and chairs						\$10.95
5	Clean and sanitize all rest rooms, replenish supplies, use restroom closed signage					Use odorless disinfectant	\$43.80
6	Clean all floor mats, reinstall when completely dry (if applicable)						\$10.95
7	Clean all glass doors and windows in lobby, both inside and outside (if applicable)						\$10.95
8	Clean carpets (hot water extraction) in all hallways, meeting rooms, breakrooms					Weekends & evenings	\$87.60
9	Clean carpets (hot water extraction) in offices					Weekends & evenings, up to 10 a yr.	\$175.20
10	Clean, dust, damp mop hard surface floors, use wet floor signage						\$43.80
11	Clean all lobby and waiting area furniture						\$10.95
12	Clean and wipe all doors in building						\$76.65
13	Clean, sanitize, dry-shine drinking fountains					Use odorless product	\$6.57
14	Clean elevators, elevator walls, sweep floors, use wet floor signage						\$10.95
15	Dust all corners, edges, baseboards of building, remove all cobwebs						\$21.90
16	Dust all light fixtures, mini-blinds, window sills and all supply and return air vents						\$131.40
17	Dust and clean all modular furniture overhead bins and top caps (if applicable)					As needed	\$10.95
18	Empty and clean all cigarette bins, replace white sand in cigarette bins					Contractor to provide sand	\$4.38
19	Empty recycle bins from individual offices into large recycle containers						\$10.95
20	Empty all trashcans, replace liners as needed					Contractor to provide liners	\$32.85
21	Setup meeting and conference rooms						\$21.90
22	Strip and wax all hard surface floors, including elevators (if applicable)					Weekends and evenings	\$350.40
23	Sweep building stairwells and dust handrails (if applicable)						\$10.95
24	Sweep sidewalks, pick up litter around building						\$10.95
25	Vacuum and spot clean all carpet						\$21.90
26	Wet mop or vacuum all building stairways						\$21.90
27							
28	*Deductions refer to Section 0500 Substandard Performance Paragraph No. 8						

ATTACHMENT F
 PACKAGE "A"
 BACK-UP CONTROL CENTER (BUCC)
 TASK LIST
 IFBBV - KDW0070

	A	B	C	D	E	F	H
1	JANITORIAL SERVICES/TASKS FOR BUCC	CLASS OF SERVICE				Notes	*Deduction
2		Semi - Weekly	Weekly	Monthly	Quarterly		
3	Clean all coffee bars, kitchens, break rooms, including microwaves interiors, cabinet exteriors, stoves and replenish supplies and, if applicable, empty aluminum recycle can holders					Use odorless disinfectant	\$32.85
4	Clean conference room, including tables and chairs						\$10.95
5	Clean and sanitize all rest rooms, replenish supplies, use restroom closed signage					Use odorless disinfectant	\$43.80
6	Clean all floor mats, reinstall when completely dry						\$10.95
7	Clean all glass doors and windows in lobby, both inside and outside						\$10.95
8	Clean carpets (hot water extraction) in all hallways, meeting rooms					Evenings/weekends only	\$87.60
9	Clean carpets (hot water extraction) in offices					3 - 4 offices per quarter	\$75.30
10	Clean, dust, damp mop hard surface floors, use wet floor signage						\$21.90
11	Clean all lobby and waiting area furniture						\$10.95
12	Clean and wipe all doors in building						\$21.90
13	Clean, sanitize, dry-shine drinking fountains					Use odorless product	\$10.95
14	Dust all corners, edges, baseboards of building, remove all cobwebs						\$21.90
15	Dust all light fixtures, mini-blinds, window sills and all supply and return air vents						\$110.60
16	Dust and clean all modular furniture overhead bins and top caps						\$21.90
17	Empty and clean all cigarette bins, replace white sand in cigarette bins					Contractor to provide sand	\$10.95
18	Empty recycle bins from individual offices into large recycle containers						\$21.90
19	Empty all trashcans, replace liners as needed in all areas and Patio					Contractor to provide liners	\$21.90
20	Strip and wax all hard surface floors					Evenings/weekends only	\$65.70
21	Pick up litter around building and sweep patio						\$10.95
22	Wet mop or vacuum all building stairways						\$32.85
23							
24	*Deductions refer to Section 0500 Substandard Performance Paragraph No. 8						

ATTACHMENT G
 PACKAGE "A"
 CUSTOMER CARE WALK-IN BRANCH (CC)
 TASK LIST
 IFBBV - KDW0070

1	A JANITORIAL SERVICES/TASKS FOR CUSTOMER CARE (CC) WALK-IN BRANCH	B	C	D	E	F	G	H							
									CLASS OF SERVICE					Notes	*Deductions
									Daily Day	Weekly Day	Monthly Day	Quarterly Day	Quarterly Night		
2															
3							Janitorial staff to use								
5	Check and replenish all restroom supplies						check 3-4 times daily	\$43.80							
6	Clean all coffee bars and kitchens, including microwaves interiors, cabinet exteriors, replenish supplies as needed, empty aluminum recycle can holders and trash cans as needed						Use odorless disinfectant	\$21.90							
7	Clean all conference rooms, including tables and chairs, empty trash as needed						Dust sills and blinds	\$21.90							
8	Clean, mop, and sanitize all rest rooms, use restroom closed signage						Check 3-4 times daily	\$32.85							
9	Clean all floor mats, reinstall when completely dry							\$10.95							
10	Clean all glass doors and windows, both inside and outside on 1st floor entrance							\$32.85							
11	Clean carpets (hot water extraction) in all common areas, hallways, meeting rooms, breakrooms						Weekends/Nights only	\$87.60							
12	Clean all lobby and waiting area furniture throughout building							\$10.95							
13	Clean carpets (hot water extraction) in offices						Evenings, Up to 10 times a yr.	\$87.60							
14	Clean glass doors, remove all cobwebs							\$21.90							
15	Clean and remove all cobwebs from ledges and TV							\$21.90							
16	Clean, dust, damp mop hard surface floors, including Bathroom floors, use wet floor signage						Check 3-4 times daily	\$21.90							
17	Clean, sanitize, dry-shine drinking fountains						Odorless product for cleaning	\$32.95							
18	Clean and wipe down all doors in building							\$10.95							
19	Dust all corners, edges, baseboards of building, remove all cobwebs							\$21.90							
20	Dust all light fixtures, mini-blinds, window sills and all supply and return air vents							\$10.95							
21	Dust and clean all modular furniture overhead bins and top caps							\$10.95							
22	Empty and clean all cigarette bins, replace white sand in cigarette bins as needed							\$10.95							
23	Empty recycle bins from individual offices into large recycle containers							\$21.90							
24	Empty all trashcans in offices, replace liners as needed						Contractor to provide liners	\$21.90							
25	Janitorial office and all storage area's kept clean and clutter free							\$10.95							
26	Spot check, clean and replenish supplies in all coffee bars, kitchens, conference rooms, break rooms and rest rooms. Maintain 5 rolls of towels per bar, 1 bottle of dish soap							\$21.90							
27	Strip and wax all hard surface floors						Weekends only/Nights only	\$43.80							
28	Vacuum entire bldg. And spot clean as needed							\$21.90							
29															
30	*Deductions refer to Section 0500 Substandard Performance Paragraph No. 8														
31															