Form No. DMB 234 (Rev. 1/96) AUTHORITY: Act 431 of 1984 COMPLETION: Required PENALTY: Contract will not be executed unless form is filed

STATE OF MICHIGAN DEPARTMENT OF MANAGEMENT AND BUDGET PURCHASING OPERATIONS P.O. BOX 30026, LANSING, MI 48909 OR 530 W. ALLEGAN, LANSING, MI 48933

October 26, 2009

# CHANGE NOTICE NO. 17

ТО

CONTRACT NO. 071B1001223

between

### THE STATE OF MICHIGAN

and

NAME & ADDRESS OF VENDOR		TELEPHONE Nick Avery
		(269) 962-1174
A & B Quality Cleaning Services Inc.		
224 N. 30 <sup>th</sup> Street		
Battle Creek, MI 49015		BUYER/CA (517) 241-1218
Navery@abqua	ality.com	Brandon Samuel
Contract Compliance Inspector: SMS Jim Crumrine and SFC L		
Janitorial Services – DMVA – Battle C	reek Air N	ational and Augusta Armory
CONTRACT PERIOD: From: January 1, 20	01	To: <b>May 31, 2010</b>
TERMS	SHIPMENT	
Net 30 days		N/A
F.O.B.	SHIPPED F	ROM
N/A		N/A
MINIMUM DELIVERY REQUIREMENTS		
N/A		

#### NATURE OF CHANGE (S):

Effective October 1, 2009, a 1% discount is allowed by vendor for quick pay.

All other terms, conditions, and pricing not noted above shall remain the same.

#### AUTHORITY/REASON:

Per vendor agreement and DMB/Purchasing Operations' approval.

CURRENT AUTHORIZED SPEND LIMIT REMAINS: \$1,784,733.47

Form No. DMB 234 (Rev. 1/96) AUTHORITY: Act 431 of 1984 COMPLETION: Required PENALTY: Contract will not be executed unless form is filed

#### STATE OF MICHIGAN DEPARTMENT OF MANAGEMENT AND BUDGET PURCHASING OPERATIONS P.O. BOX 30026, LANSING, MI 48909 OR 530 W. ALLEGAN, LANSING, MI 48933

CHANGE NOTICE NO. 16

ТО

CONTRACT NO. 071B1001223

between

### THE STATE OF MICHIGAN

and

NAME & ADDRESS OF VENDOR		TELEPHONE Nick Avery (269) 962-1174
A & B Quality Cleaning Services Inc. 224 N. 30 <sup>th</sup> Street		
Battle Creek, MI 49015		BUYER/CA (517) 241-1218
Navery@abqua	ality.com	Brandon Samuel
Contract Compliance Inspector: SMS Jim Crumrine and SFC L Janitorial Services – DMVA – Battle C		ational and Augusta Armory
CONTRACT PERIOD: From: January 1, 20	01	To: <b>May 31, 2010</b>
TERMS	SHIPMENT	
Net 30 days		N/A
F.O.B.	SHIPPED F	ROM
N/A		N/A
MINIMUM DELIVERY REQUIREMENTS N/A		

### NATURE OF CHANGE (S):

Effective June 1, 2009, this Contract is hereby EXTENDED through May 31, 2010, to allow DMB/Purchasing Operations time to complete the janitorial RFP for the MRO Southwest Region. Also effective June 1, 2009, this Contract is hereby INCREASED by \$100,000.00.

NOTE: The DMB Buyer for this Contract is changed to Brandon Samuel (517) 241-1218.

All other terms, conditions, and pricing not noted above shall remain the same.

#### AUTHORITY/REASON:

Per request from Agency (PRF dated 04/24/09), vendor agreement (letter dated 5/21/09), Ad Board approval on 06/16/09, and DMB/Purchasing Operations' approval.

REVISED CURRENT AUTHORIZED SPEND LIMIT: \$1,784,733.47

July 16, 2009

Form No. DMB 234A (Rev. 1/96) AUTHORITY: Act 431 of 1984 COMPLETION: Required PENALTY: Failure to deliver in accordance with Contract terms and conditions and this notice may be considered in default of Contract

> STATE OF MICHIGAN DEPARTMENT OF MANAGEMENT AND BUDGET PURCHASING OPERATIONS P.O. BOX 30026, LANSING, MI 48909 OR 530 W. ALLEGAN, LANSING, MI 48933

December 4, 2007

# CHANGE NOTICE NO. 15 TO CONTRACT NO. 071B1001223

### between THE STATE OF MICHIGAN and

NAME & ADDRESS OF VENDOR		TELEPHONE: Nick Avery
		(269) 962-1174
A & B Quality Cleaning Services Inc.		VENDOR NUMBER/MAIL CODE
224 N. 30 <sup>th</sup> Street		
Battle Creek, MI 49015		BUYER/CA (517) 241-0684
Navery	@abquality.com	Erica Buick
CONTRACT COMPLIANCE INSPECTOR: Phil Groll		
Janitorial Services – DMVA	- Battle Creek	Air National
CONTRACT PERIOD: From: December 1, 2	2007	To: May 31, 2009
TERMS	SHIPMENT	
Net 30 Days		N/A
F.O.B.	SHIPPED FROM	
N/A		N/A
MINIMUM DELIVERY REQUIREMENTS		
N/A		

NATURE OF CHANGE (S):

Effective December 1, 2007, this Contract is hereby EXTENDED to May 31, 2009.

Effective December 1, 2007, Augusta National Armory has been REMOVED from this Contract.

Effective December 1, 2007, this Contract is hereby INCREASED by \$300,000.00.

Effective December 1, 2007, this Contract has 24 new locations ADDED. Please see the attached Location Specification Sheets for each building. NOTE: This Change Notice contains 241 pages.

All other terms, conditions, and pricing not noted above shall remain the same.

#### AUTHORITY/REASON:

Per request from Agency (PRF dated 09/25/07), signed Vendor Agreement letter dated 09/26/07, and Ad Board approval on 11/13/07.

### TOTAL ESTIMATED CONTRACT VALUE REMAINS: \$1,684,733.47

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – Contract 071B1001223

PART I: LOCATION SPECIFICATIONS

### PART II: VENDOR'S LOCATION PRICE SHEET

### I. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## **BUILDING #6900**

CON	TRACT INFORM	IATION		
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009
PREVIOUS CONTRACT #:	071B1001223	•		
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA			
CONTRACTING AGENCY NAME:	DEPARTMENT OF AIR NATIONAL GU		VETERANS AFFAIR	S, BATTLE CREEK
BUILDING NAME AND NUMBER:	Maintenance Ha	ngar, Buildin	g 6900	
BUILDING ADDRESS:	Battle Creek Air Battle Creek, Mie		rd Base, 3545 Mu	stang Avenue,
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?	No			
REGION and COUNTY:	Region			
PROCUREME	NT CONTACT	INFORMA	TION	
PROCUREMENT OFFICE NAME:	KIMBERLY GRAH	AM		
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah	am	CONTACT TELEPHONE #:	517-483-5803
	grahamk@Mi		CONTACT FACISIMILE	
PROCUREMENT OFFICE CONTACT E-MAIL:	v		#:	517-483-5881
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSGT. Phil Gi	roll	CONTACT TELEPHONE #:	
	Phillip.groll@us	s army mil	CONTACT FACISIMILE	Ne
CCI / FM CONTACT E-MAIL:	r minp.gron@u	<u>s.amy.mn</u>	#:	Na

### B. BUILDING SPECIFICATION INFORMATION

BUILDING	LOCATION II	NFORMATION	
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS of BUILDING OCCUPANTS:	0730 – 1630
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0730 – 1630
TOTAL BUILDING SQ. FT. TO BE CLEANED:	67,795 total (22,140 usable sq ft)	NUMBER OF STORIES IN BUILDING:	Single story (1 story)
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	11,104	AREA(S):	
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(S) TO BE CLEANED:		AREA(S):	
TOTAL SQ. FT. OF HARD FLOOR/VINYL TILE TO BE CLEANED:	6,812	AREA(S):	
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	2,147	AREA(S):	
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	2,077	AREA(S):	
TOTAL SQ. FT. OF <b>TERRAZO</b> TO BE CLEANED:	Na	AREA(S):	
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):	
NUMBER OF RESTROOMS IN BUILDING:	8	NUMBER OF TOTAL UNITS BUILDING RESTRO	- <u> </u>
NOTE: RESTROOMS TO BE CLEANED ONE MONDAY PER MONTH FOLLOWING UNIT TRAINING ASSEMBLIES (UTA)		<i>NOTE, includes</i> : Male/Fem urinals, 18 sinks, 9 showef	iale 58 units includes 20 toilets, 8 is.
Is window cleaning to be included on this contract?			
<i>Note</i> : Specify if Interior and / or Exterior and Number of Floors – typically 1 <sup>st</sup> Floor for Exterior.	YES, "ONLY UPO	ON REQUEST OF THE STATE AND	MUST BE PRE-APPROVED"
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard (see specifications for cleaning standards.	LOCKER ROOM,	FITNESS ROOM	

Insurance Risk for this Contract? [EXAMPLE: LOW, MODERATE OR HIGH] NOTE: DMB-OAS & AGENCY to determine

Moderate

#### ADDITIONAL INFORMATION:

Aircraft Hangar and Maintenance Shops. Building includes 2-two story sections to the North and South of a large aircraft hangar and a three story annex off the north portion of the building. Also includes industrial shop areas. There are three (3) drinking fountains located in the building. Refer to the square footage information for details. Services to include one Monday per month following UTA for all restrooms throughout base.

# C. DESCRIPTION OF SERVICE NEEDS

## TASK AND FREQUENCIES

Services			Frequ	JENCY		
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	12 times	Quarterly (Once per Quarter; 4 times per year)	<b>`</b>	Annual (Once Per Year)
BASIC SERVICES				N/A	N/A	N/A
<ol> <li>Office Cleaning         <ul> <li>(Note: The days office cleaning is to occur will be determined by the Facility Manager.)</li> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface</li> </ul> </li> </ol>		3x Wkly (156/yr) <b>3x wkly</b>				
floor if applicable. Remove spots/stains from carpet.		(156 / yr)				
b. Empty waste receptacles		<b>3x wkly</b> (156 / yr)				
2. Restrooms (If applicable) *See Note						
a. Close restroom		<b>3x wkly</b> (156 / yr)				
b. Empty waste receptacles		3x wkly				
c. Fill dispensers		(156 / yr) 2x wkly				
d. Dust		(104 / yr) <b>Na</b>				
e. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)				
f. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)				
g. Clean and disinfect sinks		<b>3x wkly</b> (156 / yr)				
h. Clean glass and mirrors		<b>3x wkly</b> (156 / yr)				
i. Clean and disinfect toilets and urinals		<b>3x wkly</b> (156 / yr)				
j. Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.		<b>2x wkly</b> (104 / yr)				
<ul> <li>k. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.</li> </ul>		<b>3x wkly</b> (156 / yr)				
I. Vacuum carpet if applicable		<b>3x wkly</b> (156 / yr)				
m. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)				
n. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)				
2 Drinking Fountains						
<ol> <li>Drinking Fountains         <ul> <li>Clean, disinfect and wipe dry</li> </ul> </li> </ol>		<b>2x wkly</b> (104 / yr)				
4. Lobbies and Corridors		(,,)				

Services			FREQU	JENCY		
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	<b>`</b>	<b>Annual</b> (Once Per Year)
<ul> <li>Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)</li> </ul>	<b>1x Day</b> (248 / yr for trash only)	2x wkly				
<ul> <li>Remove carpet runners, clean floor and replace runners</li> </ul>		<b>2x wkly</b> (104 / yr)				
c. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)				
d. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)				
e. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)				
f. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)				
<ul> <li>G. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.</li> </ul>		<b>1x wkly</b> (104 / yr)				
h. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)				
5. Wall /Partition Cleaning / Washing						
a. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)			
<ul> <li>Thorough wall / partition vacuuming and washing, as renovations require</li> </ul>			<b>1x mo</b> (12 / yr)			
c. Clean partition / glass windows			<b>1x mo</b> (12 / yr)			
5. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)			
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.						
a. Conference rooms		<b>2x wkly</b> (104 / yr)				
b. Clean drawing boards in conference rooms		Na				
<ul> <li>Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms &amp; adjacent office areas</li> </ul>		<b>2x wkly</b> (104 / yr)				
d. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)				
11. Variable Procedures						

Services			FREQU	JENCY		
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	12 times	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)
<ul> <li>Empty exterior ashtrays/trash receptacles &amp; clean all general areas including entrances, during Winter months of November 1 - April 1.</li> </ul>		<b>1x wk</b> (52 / yr)				
<ul> <li>Empty exterior ashtrays / trash receptacles &amp; clean all general areas including entrances, during Summer months of April 1 - October 31.</li> </ul>		<b>3x wk</b> (156 / yr)				
c. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]				
<ul> <li>Wash all waste receptacles (inside &amp; out) which present a soiled or odorous condition &amp; disinfect</li> </ul>			1x mo (more if needed) [12 / yr]			
e. Replace waste receptacle liner when soiled or worn			na			

Serv	1050	×.	FREQUENCY							
SERV	NCES	>	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	<b>Annual</b> (Once Per Year)		
Perio	ODIC	Services	N/A	N/A	N/A					
1.	Ge	neral		•						
	a.	Clean air bars and vents						1X/yr		
	b.	Dust/clean baseboards						1X/yr		
	C.	Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr		
	d.	Vacuum fabric upholstered furniture						1X/yr		
	e.	Additional/Emergency services						As needed or as re- quested		
2.	Inte	ensive Floor Care								
	a.	Emergency stain / gum removal from carpet						As needed or as re- quested		
	b.	Spray buff finished hard floors - removing scuff marks included						12X/yr		
	C.	Scrub restroom floors				4X/yr				
	d.	Clean carpet in high traffic areas					3X/yr			
	e.	Clean carpet runners / mats					3X/yr			
	f.	Scrub stairwell floors (not applicable)					na			
	g.	Top strip & refinish floors						1X/yr		
	h.	Strip & refinish all hard surface floors						1X/yr		
3. W	/indo	ows								
	a.	Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr		
	b.	Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr			

### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	Na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

#### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

### DEPARTMENT OF MILITARY AND VETERANS AFFAIRS – BATTLE CREEK ANGB – BUILDING 6900 3585 Mustang Avenue, Battle Creek, Michigan 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

## A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 2,039.10 (22,140 sq ft X .0921)
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 36,703.80 (\$2,309.10 X 18mo)
***************************************	*****

							ITY: 6900			
					% Use	Total				
ID#	CATEGORY/	DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #	TOTALS	Description	
sec. 1		er Carta a	Sec. And Sec.	100	Contraction in	NBA WORKS	101C	362	Main Entrance	
2		1000	11-1 6.116.187	Sec.	96 1 (A. A. S. A.	19	102C	391	Corridor (1st Floor North)	
		A CONTRACTOR		24 , 16	1000	1 12 17 V	105C	113	Women's Locker Room	
7 (gr. 4		2003 10 T	10.00	11 11 11 11 11 11 11 11 11 11 11 11 11	100	Contraction of the	1060	215	Women's Restroom	
2010		1.1.1.1.1.1.1.1.1			24 - 27 - 29 - 24 - 24 - 24 - 24 - 24 - 24 - 24	107080-57-551	100C		Women's Restroom Entrance	
\$ 6			1.11.13.00		1		107C	407	Men's Restroom	
		Street		1	1.11.11.11.11	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	10aC	497	Men's Locker Room	
1000			1.0.1.1.2.2	1.2.2	12 20 202	00.000				
S 8		1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1	1 10.2	27.0	N 35./ 8	188 C	IIIC		Mail Room	
		airs halls	2.2.2.2.2	8,215,327.2	<b>《注义》社道</b>	10.00	107A		Corridor (1st Floor South)	
-i 20	(COMMON) s	aus halls	e e C				115A	293	Entrance (1st Floor North-West)	
							116A	261	Entrance (1st Floor North-East)	
		k. Tojals	0	0.0%			119B	600	Break Room	
					TOTAL		122B	273	Entrance (1st Floor South-East)	
							123B	266	Entrance (1st Floor South-West)	
							124B	117	Locker Room	
		1S/OS Difference	45,655				125B	559	Office's (1st Floor South-East)(Rooms:125B-128B)	_
							130B		AGS Break Room	
	t	Total FCLT SF	67,795				201C	50	Stairwell 2nd Floor North	
-		1000100101	01175	<u> </u>			202C	400	Corridor (2nd Floor North)	
	<del> </del>				· · ·		202C		Women's Restroom	
B	Countral	Janitoral Service					208C			
Lucows	Room		6	VCT	00000	-		233	Men's Restroom	
	Room	Square Footage	Carpet	VCI	PT/CMT	Concrete	201A	1,071	Wing Plans (VCT Area)(Rooms: 201A-1,4,&6))	_
<b>I</b>			1			X	201A1	325	Wing Plans (CPT Area)(Rooms: 201A-2&3)	
-	102C	391	-	x			202A	1,015	Comm Flight Computer Class Room	
	105C	113			X		203A	294	Entrance's (2nd Floor South-West)(203A & 204A)	_
	106C	215			X		206A	588	Comm Flight Commander	
	107C	84			x		208A	1,859	Audio-Visual Center(VCT Area)(Rooms: 208A-210A1.217A.218/	
	108C	497			x		214A	390	Audio-Visual Center(CPT Area)(Rooms: 214A-216A &219A)	
	110C	743			X		212A	780	Corridor's (2nd Floor North Side)	
	111C	99		x			201B	203	Stairwells (2nd Floor South Side)(201B&204B)	
	107A	251		x			202B	679	Corridor (2nd Floor South)	
-	115A	293				X	205B		Offices (2nd Floor South Side) (CPT Rooms)	
	116A	261		<u> </u>		X	301C		Stairwell (3rd Floor North Side)	
-	1198	600		x		^	304C		Corridor (3rd Floor North Side)	
-	1228	273		<u>^</u>		x	304C 302C	475		_
-								1.092	Offices (3rd Floor North Side) (CPT Rooms)	
-	123B	266		L		X	310C	107	Restrooms Men & Women (3rd Floor North Side) (QT Rooms	
1	124B	117	x							
	125B	559	X							
	130B	121		X						
	201C	50				х				
	202C	488		x						
	208C	155			X			<u> </u>		
-	212C	233			x			1		
	201A	1071		·x				<u> </u>		
-	201A1	325	x							
t	201A1	1015	x							
	202A	294	- ^			x		-		
H	205A	588	x			^		-		
h	206A	588		x						
				X						
L	214A	390	x							
1	212A	780		х						
	201B	203				x				
	202B	679	-	x						
	205B	6418	x							
<b></b>	301C	75				x				-
	304C	473		x						_
<u> </u>	302C	1692	x					-		
	310C	107			x					
1		107		ŀ	<u> </u>				·····	
1	Total SF	22,140	11,104	6,812	2.147	2,077				
H	rotat SP	22,140	11,104	0,812	2.147	2,0/7				
L			L							
L		Reported Square		I						
L		Footprint	67.795							
		Mezzanine Rm	0							
		Mezzanine Rm	0		1.1					
		Mezzanine Rm	0							
<b></b>		Total SF	67,795							
Total N	umber of Sinks	in this Facility:	18			1				
Total N	lumber of Toilet	s in this Facility:	20				<b></b>			-
		s in this Facility:	8			·			h	-
Total N	lumber of Shows	ers in this Facility:	9							
Total	lumber of Wat	Fountians in this Fa	3							
1 otar N	manuer of water	UNIT TOTALS:	58							
CONT.		UNIT TOTALS:	58							
CPT =				····			Total Usable SF	22,140		
VCT =	Vinyl Composit	ion Tile								
PT/CM	T = Procelain/C	eramic Floor Tile								-
									·····	

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTACT 071B1001223

## PART I: LOCATION SPECIFICATIONS

## PART II: VENDOR'S LOCATION PRICE SHEET

### II. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

# **BUILDING #6901**

CONTRACT INFORMATION								
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009				
PREVIOUS CONTRACT #:	071B1001223							
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA							
CONTRACTING AGENCY NAME:	DEPARTMENT OF AIR NATIONAL GU		VETERANS AFFAIR	S, BATTLE CREEK				
BUILDING NAME AND NUMBER:	Shop Aircraft, W	eapons Load	Crew, Building 69	001				
BUILDING ADDRESS:	Battle Creek Air Battle Creek, Mic		rd Base, 3545 Mu	stang Avenue,				
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?	No							
REGION and COUNTY:	Region							
PROCUREME	NT CONTACT	INFORMA	TION					
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	M						
	Kingh anha Carab		CONTACT TELEPHONE	517 492 5902				
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah		#: CONTACT	517-483-5803				
PROCUREMENT OFFICE CONTACT E-MAIL:	grahamk@Mi v	chigan.go	FACISIMILE #:	517-483-5881				
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSGT. Phil Gr	oll	CONTACT TELEPHONE #:	269-969-3342				
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	army.mil	CONTACT FACISIMILE #:	Na				

### B. BUILDING SPECIFICATION INFORMATION

BUILDING LOCATION INFORMATION							
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS of BUILDING OCCUPANTS:	0730 – 1630				
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies				
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0730 – 1630				
TOTAL BUILDING SQ. FT. TO BE CLEANED:	20,224 (4,170 usable sq ft)	NUMBER OF STORIES IN BUILDING:	Twp story (2 story)				
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	1,203	AREA(S): See Spreadshee	t				
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S): See Spreadsheet					
TOTAL SQ. FT. OF HARD FLOOR/VINYL TILE TO BE CLEANED:	2,090	AREA(S):					
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	877	AREA(S): See Spreadsheet					
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:		AREA(S):					
TOTAL SQ. FT. OF <b>TERRAZO</b> TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):					
NUMBER OF RESTROOMS IN BUILDING:	2	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)					
NOTE: RESTROOMS TO BE CLEANED ONE MONDAY PER MONTH FOLLOWING UNIT TRAINING ASSEMBLIES (UTA	NOTE was upped 1 May $z/1$ Frank 5 10 years upped a tou sto						
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	YES, "ONLY UPON REQUEST OF THE STATE AND MUST BE PRE-APPROVED"						
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard (see specifications for cleaning standards.	LOCKER ROOM, FITNESS ROOM						

#### What is the RECOMMENDED Level of Insurance Risk for this Contract? [EXAMPLE: LOW, MODERATE OR HIGH] NOTE: DMB-OAS & AGENCY to determine

Moderate

### ADDITIONAL INFORMATION:

Aircraft Hagar and Shop. Building includes two story sections to the South and North of a large aircraft hangar. Many of the areas do not require any service. Included in cleaning is the two story modular office. Refer to the Square Footage Sheet for details. Services to include one Monday per month following UTA for all restrooms throughout base.

# C. DESCRIPTION OF SERVICE NEEDS

## TASK AND FREQUENCIES

Services	FREQUENCY							
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)		
BASIC SERVICES				N/A	N/A	N/A		
<ol> <li>Office Cleaning         <ul> <li>(Note: The days office cleaning is to occur will be determined by the Facility Manager.)</li> </ul> </li> </ol>		3x Wkly (156/yr)						
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>3x wkly</b> (156 / yr)						
b. Empty waste receptacles		<b>3x wkly</b> (156 / yr)						
2. Restrooms (If applicable)		(100 / )1)						
b. Close restroom		<b>3x wkly</b> (156 / yr)				-		
c. Empty waste receptacles		<b>3x wkly</b> (156 / yr)						
d. Fill dispensers		<b>2x wkly</b> (104 / yr)						
e. Dust		Na						
f. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)						
g. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)						
h. Clean and disinfect sinks		<b>3x wkly</b> (156 / yr)						
i. Clean glass and mirrors		<b>3x wkly</b> (156 / yr)						
ii. Clean and disinfect toilets and urinals		<b>3x wkly</b> (156 / yr)						
<ul> <li>k. Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> </ul>		<b>2x wkly</b> (104 / yr)						
<ul> <li>Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.</li> </ul>		<b>3x wkly</b> (156 / yr)						
p. Vacuum carpet if applicable		<b>3x wkly</b> (156 / yr)						
q. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)						
r. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)						
2 Drinking Fountains								
<ol> <li>Drinking Fountains         <ul> <li>Clean, disinfect and wipe dry</li> </ul> </li> </ol>		<b>2x wkly</b> (104 / yr)						
4. Lobbies and Corridors								

Services	FREQUENCY							
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	12 times	(Once per Quarter; 4 times per year)	(2 times	<b>Annual</b> (Once Per Year)		
<ul> <li>Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)</li> </ul>	<b>1x Day</b> (248 / yr for trash only)	2x wkly						
<ul> <li>Remove carpet runners, clean floor and replace runners</li> </ul>		<b>2x wkly</b> (104 / yr)						
k. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)			-			
I. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)						
m. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)						
n. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)						
<ul> <li>Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.</li> </ul>		<b>1x wkly</b> (104 / yr)						
p. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)						
5. Wall /Partition Cleaning / Washing								
d. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)		-			
e. Thorough wall / partition vacuuming and washing, as renovations require			<b>1x mo</b> (12 / yr)					
f. Clean partition / glass windows			<b>1x mo</b> (12 / yr)					
7. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)					
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.								
e. Conference rooms		<b>2x wkly</b> (104 / yr)						
f. Clean drawing boards in conference rooms		Na						
<ul> <li>g. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms &amp; adjacent office areas</li> </ul>		<b>2x wkly</b> (104 / yr)						
h. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)						
11. Variable Procedures								

SERVICES		FREQUENCY							
	y exterior ashtrays/trash receptacles & clean	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year) 1x wk	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	<b>-Annual</b> (2 times	Annual (Once Per Year)		
	eneral areas including entrances, during er months of November 1 - April 1.		(52 / yr)						
all ge	y exterior ashtrays / trash receptacles & clean eneral areas including entrances, during mer months of April 1 - October 31.		<b>3x wk</b> (156 / yr)						
h. Entry	leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]						
	n all waste receptacles (inside & out) which ent a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]					
j. Repla worn	ace waste receptacle liner when soiled or			na					

Services		FREQUENCY						
JERV	ICES	•	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	<b>Quarterly</b> (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)
Perio	Periodic Services		N/A	N/A	N/A			
3.	Ge	neral						
	f.	Clean air bars and vents						1X/yr
	g.	Dust/clean baseboards						1X/yr
	h.	Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr
	i.	Vacuum fabric upholstered furniture						1X/yr
	j.	Additional/Emergency services						As needed or as re- quested
4.	Inte	ensive Floor Care						
	i.	Emergency stain / gum removal from carpet						As needed or as re- quested
	j.	Spray buff finished hard floors - removing scuff marks included						12X/yr
	k.	Scrub restroom floors				4X/yr		
	I.	Clean carpet in high traffic areas					3X/yr	
	m.	Clean carpet runners / mats					3X/yr	
	n.	Scrub stairwell floors (not applicable)					na	
	0.	Top strip & refinish floors						1X/yr
	p.	Strip & refinish all hard surface floors						1X/yr
3. W	indo	ows						
	C.	Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr
	d.	Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr	

### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

### DEPARTMENT OF MILITARY AND VETERANS AFFAIRS – BATTLE CREEK ANGB – BUILDING 6901 3585 Mustang Avenue - Battle Creek, Michigan 49015-5509

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

### A. TOTAL COSTS

TOTAL PRICE FOR ONE MONTH:	\$ 384.06 (4,170 X .0921)
TOTAL PRICE FOR 1.5 years (18 Months):	\$ 6,913.08 (\$384.06 X 18 mo)

		an a	110011			E FAGILITY BY BO					
			TUPW	UNIL ENGIN	CCH W.K.K	ELLOGG AIRPOR FACILITY: 6901	I, BATTLE C	NEEK, MIC	HIGAN	2 <sup>7</sup>	
						FAGILITT: 6901		-			
					% Use	Total					
) # C	ATEGORY	DESCRIPTION	USED SF	% Use	% Use Assigned	l otal Use	ROOM #	TOTALS	# כו	Description	
1					2,114	7.914	100	59		Vestibule	
2		IG MAINT	1,877		684	2,561	101	141		Haliway	
1.3	211152	SHP ACET GEN PURP	2,144	14.5%	782	2.926	102	265		Administration	
4	211154	SHP AGET GEN PURP	5,000	33.7%	1,823	6,823	103	224		AMXS Commander	
* 5			Engl 20, 19 (19)		的名词复数	1. N.	104	87		AMXS 1st SGT	
6		法法法法 法法法法法		Sec. all	10. P. 4. 6. 7		105	89	2	Maintenance OIC	
27		のない。「学校」の言語を	業業になったので		(1. 7. 199) 23 - 24 - 24	的形式的影响	106	65		Comm Room	
\$ <b>6</b> 8						S. S. R. L. C. C. S.	107	22		Closet	
- 9					Q. 95, 9755		108	383		Hallway	
in to le	OMMON)	tairs halls	3,125				109	115	2	AMXS Superintendent	
							110	280		Conference Room	
		Totals	14,821	100.0%			111	91		A-Flight Chief	
					ATOTAL	20,224	112	182	1	Break Room	
							113	92		B-Flight Chief	
							114	56	3	Storage Room	
		S/OS Difference	2 278				115	90		C-Flight Chief	
							116	649		Classroom	
		Total FCLT SF	20,224				117	92		Flight Chiefs	
	1.1						118	91		T.O. Library	
							119	62	10	Vestibule	
oms (	Covered un	ler Janitoral Service					120	175		Hallway	
	oom	Square Footage	Carpet	VCT	PT/CMT		121	194		Women's Restroom	
	100	59	X				122	43		Janitor Closet	59
	101	141		X			123	683		Men's Resroom/Lockerroom (123A-B & C)	141
	102	265	х				124	5,800	1	Munition's Load Crew Trainer	265
	103	224	х				· 124A	5,000	4	Hanger Maintenance	224
	104	87	X				124B	1,450		Tech Org Equipment	87
	105	89	х				125	294	2	Tech Org Equipment	89
	107	22	х				126	310	1	XTK/Tool Room	22
	108	383		Х			127	758	2	Storage Equipment	383
	109	115	x				128	104	10	Hallway/Alcove	115
	110	280	X								280
	111	91		x							91
	112	182		Х							182
	113	92		x							92
	115	90		х							90
	116	649		x							649
	117,	92		x							92
	118	91		x							91
	119	62	x								62
	120	175		X							175
	121	194			X						194
	123	683			x						683
	128	104		x							104
											0
											0
											0
											- 0
						<b> </b>					0
											0
											0
											0
											0
											0
											0
						1					0
									1		0
											0
Т	otal SF	4,170	1,203	2,090	877						
	nitorial	Reported Square For	otage								
B	uilding Cost	Footprint	20,224								
\$3	384.06	Mezzanine Rm									
		Mezzanine Rm	0								
_		Mezzanine Rm							L		
		Total SF	20,224								
		ks in this Facility:	5								
tal Nu	mber of Toil	ets in this Facility:	4								
		als in this Facility:	2								
		wers in this Facility:	5								
tal Nu		ter Fountians in this Facility:	2								
					1	1			1	1	
	1	UNIT TOTALS:	18			1930	88				and the second se
tal Nu	arpet	UNIT TOTALS:	18				tal Usable SF	17,946			

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

### PART I: LOCATION SPECIFICATIONS

## PART III: VENDOR'S LOCATION PRICE SHEET

### III. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## BUILDING #6903

CONTRACT INFORMATION								
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009				
PREVIOUS CONTRACT #:	071B1001223							
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA							
CONTRACTING AGENCY NAME:	DEPARTMENT OF		VETERANS AFFAIR	S, BATTLE CREEK				
BUILDING NAME AND NUMBER:	AGE, BUILDING 6	903						
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan							
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?	No							
REGION and COUNTY:	Region: 13 Cou	nty: Kalama	Z00					
PROCUREME	NT CONTACT	INFORMA	TION					
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHAM							
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah	am	CONTACT TELEPHONE #:	517-483-5803				
	grahamk@Mi		CONTACT FACISIMILE					
PROCUREMENT OFFICE CONTACT E-MAIL:	V		#:	517-483-5881				
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSgt. Phil Gro	11	CONTACT TELEPHONE #:	269-969-3342				
CCI / FM CONTACT E-MAIL:	phillip.groll@us		CONTACT FACISIMILE #:	Na				

### B. BUILDING SPECIFICATION INFORMATION

BUILDING	LOCATION II	NFORMATION				
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS of BUILDING OCCUPANTS:	0800 – 1700			
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS: Varies				
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0800 – 1700			
TOTAL BUILDING SQ. FT. TO BE CLEANED:	965	NUMBER OF STORIES IN BUILDING:	Single story (1 story)			
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	139	AREA(S): See spreadsheet # Offices, reception				
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):				
TOTAL SQ. FT. OF HARD FLOOR TO BE CLEANED:	698	AREA(S): See spreadsheet Rooms, Corridors, entry/hallways				
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	128	AREA(S):				
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):				
TOTAL SQ. FT. OF TERRAZO TO BE CLEANED:	Na	AREA(S):				
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):				
NUMBER OF RESTROOMS IN BUILDING:	1 (UNISEX)	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)	SEE NOTE			
NOTE: RESTROOMS TO BE CLEANED ONE MONDAY PER MONTH FOLLOWING UNIT TRAINING ASSEMBLIES (UTA		<i>NOTE, INCLUDES</i> : (1 STOOL, 1	I SINK, 1 URINAL – 165 SQ FT)			
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors - typically 1st Floor for Exterior.	Yes, "Only upo	ON REQUEST OF THE STATE AND	MUST BE PRE-APPROVED"			
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard.	NO					

Moderate

**ADDITIONAL INFORMATION:** AGE Shop. Shop area not included. Services to include one Monday per month following UTA for all restrooms throughout base.

# C. DESCRIPTION OF SERVICE NEEDS

## TASK AND FREQUENCIES

Services	FREQUENCY							
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		Annual (Once Per Year)		
BASIC SERVICES		<u>per jean</u>	<u>per jean</u>	N/A	N/A	N/A		
<ol> <li>Office Cleaning         <ul> <li>(Note: The days office cleaning is to occur will be determined by the Facility Manager.)</li> </ul> </li> </ol>		2x Wkly (104/yr)						
a. Vacuum carpet, sweep & damp mop hard surface floor if applicable. Remove spots/stains from carpet.		<b>2x wkly</b> (104 / yr)						
b. Empty waste receptacles		<b>2x wkly</b> (104 / yr)						
2. Restrooms (If applicable)								
c. Close restroom		<b>2x wkly</b> (104 / yr)						
d. Empty waste receptacles		<b>2x wkly</b> (104 / yr)						
e. Fill dispensers		<b>1x wkly</b> (52 / yr)						
f. Dust		<b>1x wkly</b> (52 / yr)						
g. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)						
h. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)						
i. Clean and disinfect sinks		<b>2x wkly</b> (104 / yr)						
j. Clean glass and mirrors		<b>1x wkly</b> (52 / yr)						
iii. Clean and disinfect toilets and urinals		<b>2x wkly</b> (104 / yr)						
<ol> <li>Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> </ol>		<b>2x wkly</b> (104 / yr)						
s. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		<b>2x wkly</b> (104 / yr)						
t. Vacuum carpet if applicable		Na						
u. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)						
<ul> <li>Service restrooms as requested by Facility Manager</li> </ul>		<b>2x wkly</b> (104 / yr)						
2 Drinking Fountains								
<ul> <li><b>3. Drinking Fountains</b> <ul> <li>a. Clean, disinfect and wipe dry</li> </ul> </li> </ul>		na						
4. Lobbies and Corridors								

Services	FREQUENCY							
	<b>Daily</b> (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		Annual (Once Per Year		
<ul> <li>q. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)</li> </ul>	1x Day (248 / yr for trash only)	2x wkly						
r. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)						
s. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)						
t. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)						
u. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)						
v. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)						
<ul> <li>w. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.</li> </ul>		<b>1x wkly</b> (104 / yr)						
<ul> <li>Damp wipe all non-upholstered furniture, tables &amp; counter areas</li> </ul>		<b>2x wkly</b> (104 / yr)						
5. Wall /Partition Cleaning / Washing								
g. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)					
<ul> <li>h. Thorough wall / partition vacuuming and washing, as renovations require</li> </ul>			<b>1x mo</b> (12 / yr)					
i. Clean partition / glass windows			<b>1x mo</b> (12 / yr)					
3. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)					
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.								
i. Conference rooms		<b>2x wkly</b> (104 / yr)						
j. Clean drawing boards in conference rooms		Na						
<ul> <li>k. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms &amp; adjacent office areas</li> </ul>		<b>1x wkly</b> (104 / yr)						
I. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)						

Services	FREQUENCY							
k. Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year) 1x wk (52 / yr)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	<b>-Annual</b> (2 times	Annual (Once Per Year)		
<ul> <li>I. Empty exterior ashtrays / trash receptacles &amp; clean all general areas including entrances, during Summer months of April 1 - October 31.</li> </ul>		<b>2x wk</b> (104 / yr)						
m. Entry leaf removal/sweeping fall season		1x wk (more if needed) [52 / yr]						
n. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]					
<ul> <li>Replace waste receptacle liner when soiled or worn</li> </ul>			na					

Services			FREQUENCY							
SERV	ICES		Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	12 times	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)		
Perio	ODIC	Services	N/A	N/A	N/A					
5.	Ge	neral		•						
	k.	Clean air bars and vents						1X/yr		
	I.	Dust/clean baseboards						1X/yr		
	m.	Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr		
	n.	Vacuum fabric upholstered furniture						1X/yr		
	0.	Additional/Emergency services						As needed or as re- quested		
6.	Inte	ensive Floor Care								
	q.	Emergency stain / gum removal from carpet						As needed or as re- quested		
	r.	Spray buff finished hard floors - removing scuff marks included						12X/yr		
	s.	Scrub restroom floors				4X/yr				
	t.	Clean carpet in high traffic areas					3X/yr			
	u.	Clean carpet runners / mats					3X/yr			
	v.	Scrub stairwell floors (not applicable)					na			
	w.	Top strip & refinish floors						1X/yr		
	х.	Strip & refinish all hard surface floors						1X/yr		
3. W	lindo	ows								
	e.	Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr		
	f.	Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr			

### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

### DEPARTMENT OF MILITARY AND VETERANS AFFAIRS – BATTLE CREEK ANGB – BUILDING 6903 3585 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

# A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 88.88 (965 X .0921)					
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 1,599.84 (\$88.88 X 18 months)					
******						

od		-Fac_6003_SF.xl		SPACE U	TILIZATION	F FACILITY BY B	OOM/SF, CA	EGOBY	Marca and		Pag
			110FW			ELLOGG AIRPOR			HIGAN		
						FACILITY: 6903		.,			
					% Use	Total					
D #	CATEGORY	DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #	TOTALS	ID #	Description	
1	218712	· 19 (36-54) (4、1)。	8,390	4 100.0%	391	8,781	101	1,145		Garage Bay West Stall	
2					13202 S. 17.	Service and Service	102	1,856	1	Garage Bay Center Stall	
				Se Electro	Sec. 4 Sec. 4		103	139	1	Office	
\$7.4			20月1日 1月1日 1月1日			S. New York Co.	104	128	1	Restroom Unisex	
5				和二人的资源			105	192	1	Office	
6			ter the second		教室のないで		106			Blank	
7			制。而其他的		1999 - 1999 -		107	224	1	Boiler Room	
1				and the second	14.4	<b>这个形式和18</b> 3	108	253	1	Break Room	
ંગ						1997 - 1998 -	109	253	1	Administration Office	
to	COMMON	stairs halls	0 • • • •				200	4,200	1	Equipment Storage Bay	
		Totals	000;8 %	100.0%	č.						
					ATOTAL	8;781					
		IS/OS Difference	391								
-		Total FCLT SF	8,781								
									-		
oom	s Covered un	der Janitoral Service									
	Room	Square Footage	Carpet	VCT	PT/CMT						
	103		X								139
	104	128			X						128
	105			х							192
	108			х							253
	109			х							253
											0
											0
											0
					1						0
											0
											0
											0
						1					0
					1						0
											0
											ő
											ő
-											0
											0
_											
					1						
											ň
-											ů
-											0
											0
					1	<b>B</b>					0
											ő
											o
											0
											0
											0
-					1						0
					1						o
					1						0
	Total SF	965	139	698	128						
		. **			1						
	Janitorial	Reported Square Fo	otage		1						
	Building Cost	Footprint	8,781								
	\$88.88	Mezzanine Rm									
		Mezzanine Rm	0		1				-		
		Mezzanine Rm									
		Total SF	8,781								
Hol <sup>1</sup>	lumber of Ci-		1		1						
		ks in this Building:									
		lets in this Building:	1								
		nals in this Building:	1								
otal N	lumber of Sh	owers in this Building:	1								
otal N	umber of Wa	ter Fountians in this Building	0		1						
Ì		UNIT TOTALS:									
эт -	Carpet						otal Usable SF	8,390			
27 ]	Vinyi Compo	sition Tile				PR: No.					

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

PART I: LOCATION SPECIFICATIONS

### PART II: VENDOR'S LOCATION PRICE SHEET

### IV. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## **BUILDING #6905**

CONTRACT INFORMATION								
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009				
PREVIOUS CONTRACT #:								
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA							
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE							
BUILDING NAME AND NUMBER:	Reserve Forces	Operational <sup>-</sup>	Training, Building 6	6905				
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan							
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?								
REGION and COUNTY:	TY: Region							
PROCUREME	NT CONTACT	INFORMA	TION					
PROCUREMENT OFFICE NAME:	KIMBERLY GRAH	AM						
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah	am	CONTACT TELEPHONE #:	517-483-5803				
PROCOREMENT OFFICE CONTACT NAME.	grahamk@Mi		π. CONTACT FACISIMILE	517-405-5005				
PROCUREMENT OFFICE CONTACT E-MAIL:	V	8 8	#:	517-483-5881				
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSGT. Phil Gr	oll	CONTACT TELEPHONE #:	269-969-3342				
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	s.army.mil	CONTACT FACISIMILE #:	Na				

### B. BUILDING SPECIFICATION INFORMATION

BUILDING LOCATION INFORMATION							
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS of BUILDING OCCUPANTS:	0730 – 1630				
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies				
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0730 – 1630				
TOTAL BUILDING SQ. FT. TO BE CLEANED:	19,436 (15,343 usable sq ft)	NUMBER OF STORIES IN BUILDING:	Single story (1 story)				
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	11,604	AREA(S): See Spreadsheet					
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(S) TO BE CLEANED:		AREA(S):					
TOTAL SQ. FT. OF HARD FLOOR/VINYL TILE TO BE CLEANED:	2,890	AREA(S): See Spreadsheet					
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	849	AREA(S): See Spreadsheet					
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF TERRAZO TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):					
NUMBER OF RESTROOMS IN BUILDING:	4	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)					
		INCLUDES 1 WATER FOUNTAIN	l				
NOTE: ONE MONDAY PER MONTH FOLLOWING UTA "ALL" RESTROOMS ON BASE ARE TO BE CLEANED		<i>NOTE, INCLUDES</i> : 2 MALE/2 F 4 URINALS, 11 SINKS, 3 SHOW	EMALE 30 UNITS INCLUDES 11 TOILETS, ERS.				
Is window cleaning to be included on this contract?		N REQUEST OF THE STATE AND	MUST BE PRE-APPROVED"				
<i>Note</i> : Specify if Interior and / or Exterior and Number of Floors – typically 1 <sup>st</sup> Floor for Exterior.	YES, "ONLY UPON REQUEST OF THE STATE AND MUST BE PRE-APPROVED						
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard (see specifications for cleaning standards.	Locker Room, Fitness Room						

#### What is the RECOMMENDED Level of Insurance Risk for this Contract? [EXAMPLE: LOW, MODERATE OR HIGH] NOTE: DMB-OAS & AGENCY to determine

MODERATE

**ADDITIONAL INFORMATION:** Operations and Training Building. This building is a Highly Visible (VIP) building. Portions of the building require daily services only one time per month. Refer to square footage for details. Special flooring in building requires specific care, a copy of the care/products recommended by the manufacturer will be provided to the contracted vendor upon award. The contractor must review and utilize these instructions prior to servicing the floor in these areas. Contractor shall clean restrooms one Monday per month following Unit Training Assemblies (UTA).

# C. DESCRIPTION OF SERVICE NEEDS

### TASK AND FREQUENCIES

Services	FREQUENCY					
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	Annual (Once Per Year)
BASIC SERVICES				N/A	N/A	N/A
<ul> <li>Office Cleaning         <ul> <li>(Note: The days office cleaning is to occur will be determined by the Facility Manager.)</li> </ul> </li> </ul>		3x Wkly (156/yr)				
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>3x wkly</b> (156 / yr)				
b. Empty waste receptacles		<b>3x wkly</b> (156 / yr)				
2. Restrooms (If applicable)		( ) /				
d. Close restroom		<b>3x wkly</b> (156 / yr)				
e. Empty waste receptacles		<b>3x wkly</b> (156 / yr)				
f. Fill dispensers		<b>2x wkly</b> (104 / yr)				
g. Dust		Na				
h. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)				
i. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)				
j. Clean and disinfect sinks		<b>3x wkly</b> (156 / yr)				
k. Clean glass and mirrors		<b>3x wkly</b> (156 / yr)				
iv. Clean and disinfect toilets and urinals		<b>3x wkly</b> (156 / yr)				
<ul> <li>M. Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> </ul>		<b>2x wkly</b> (104 / yr)				
<ul> <li>w. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.</li> </ul>		<b>3x wkly</b> (156 / yr)				
x. Vacuum carpet if applicable		<b>3x wkly</b> (156 / yr)				
y. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)				
z. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)				
2 Drinking Fountains						
<ul> <li><b>3. Drinking Fountains</b></li> <li>a. Clean, disinfect and wipe dry</li> </ul>		<b>2x wkly</b> (104 / yr)				
4. Lobbies and Corridors		(104 / yr)				

Services	FREQUENCY								
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	(Once per Quarter;	-Annual (2 times	<b>Annual</b> (Once Per Year)			
<ul> <li>y. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)</li> </ul>	<b>1x Day</b> (248 / yr for trash only)	2x wkly							
z. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)							
aa. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)							
bb. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)							
cc. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)							
dd. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)							
ee. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)							
ff. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)							
5. Wall /Partition Cleaning / Washing									
j. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)						
<ul> <li>K. Thorough wall / partition vacuuming and washing, as renovations require</li> </ul>			<b>1x mo</b> (12 / yr)						
I. Clean partition / glass windows			<b>1x mo</b> (12 / yr)						
9. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)						
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.									
m. Conference rooms		<b>2x wkly</b> (104 / yr)							
n. Clean drawing boards in conference rooms		Na							
<ul> <li>Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms &amp; adjacent office areas</li> </ul>		<b>2x wkly</b> (104 / yr)							
p. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)							
11. Variable Procedures									

SERVICES	S			FREQU	JENCY	
р.	Empty exterior ashtrays/trash receptacles & clean	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year) 1x wk	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Annual (Once Per Year)
	all general areas including entrances, during Winter months of November 1 - April 1.		(52 / yr)			
q.	Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>3x wk</b> (156 / yr)			
r.	Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]			
S.	Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]		
t.	Replace waste receptacle liner when soiled or worn			na		

Serv			FREQUENCY							
SERV	ICES		Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)		
Perio	ODIC	Services	N/A	N/A	N/A					
7.	Ge	neral		·						
	p.	Clean air bars and vents						1X/yr		
	q.	Dust/clean baseboards						1X/yr		
	r.	Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr		
	S.	Vacuum fabric upholstered furniture						1X/yr		
	t.	Additional/Emergency services						As needed or as re- quested		
8.	Inte	ensive Floor Care								
	у.	Emergency stain / gum removal from carpet						As needed or as re- quested		
	Z.	Spray buff finished hard floors - removing scuff marks included						12X/yr		
	aa.	Scrub restroom floors				4X/yr				
	bb.	Clean carpet in high traffic areas					3X/yr			
	CC.	Clean carpet runners / mats					3X/yr			
	dd.	Scrub stairwell floors (not applicable)					na			
	ee.	Top strip & refinish floors						1X/yr		
	ff.	Strip & refinish all hard surface floors						1X/yr		
3. W	lindo	ows								
	g.	Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr		
	h.	Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr			

#### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

#### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

DEPARTMENT OF MILITARY AND VETERANS AFFAIRS – BATTLE CREEK ANGB – BUILDING 6905 3585 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

# A. TOTAL COSTS

TOTAL PRICE FOR ONE MONTH:	\$ 1,413.09 (15,343 sq ft X .0921)
TOTAL PRICE FOR 1.5 (18 MONTHS) YEARS:	\$ 25,435.62 (\$1,413.09 X 18 months)
***************************************	

			110FW			DE FAGILITY, BY P KELLOGG AIRPO			HIGAN	4	
					Carrie Martha	FACILITY: 690					
~~~~											
					% Use	Total					
ID,#	CATEGORY	DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #	TOTALS	ID #	Description	
1. See st	171445	and the second parts	13,139		4,730	17,869	100	2,065		Corridor's (100, 102, 104, & 144)	
2	141753	SQ OPS	s 1,152	8.1%	415	1,567	103AB	648	1	SPTG (Commander, Admin, & 1st Sgt)	
. 3				118 - A.L.	17. 1 C	S.S. A. LANSE	106	959		Family Programs Office	
4					89.548 D.C.	Custor & Sto	107	1,251		Financial Management Offices (Rooms: 107 & 182)	
5					2 or 31	S	109	390		Budget & Financial Manager's Offices (Rooms: 109 & 1	
6							111	363		JAG's Office & JAG Administration Office (Rooms: 111	a 113)
/ 116				s ki ja se se Stan se	975	Contractor of the second second	<u>112</u> 114	159 219		Wing Plans Women's Restroom	-
0		1	an sha an	2000 100 100 100 100 100 100 100 100 100		an ann an	115	219		Men's Restroom	-
tio	COMMON	stairs halls	3,604	CONTRACTOR CONTRACTOR	Notworks of the party	2014-221-532-00-21-50-02-50-02	116	317		Military Equal Opportunity (Rooms: 116 & 117)	
ORGEN	COMINCTO:	and a station of the second second					123	40		Family Programs Storage	
		Totals	14.291	100.0%			127	371		Public Affairs	
					TOTAL	19,436	128	136		Storage	
							129	360		Wing Staff	
							130	754		Conference Room	
		IS/OS Difference	1,541				132	104	10	Telephone Maintenance	
							133	65		Telephone Equipment Room	<u> </u>
		Total FCLT SF	19,436				134	106		Women's Restroom	
							135	54		Mechanical Room	
2	Cause	les leniterel C'					140	150		Command Post	
100m		der Janitoral Service	Careet	VCT	DICTIOT	Romerius	141	804		Command Post	1
	Room 100	Square Footage 2065	Carpet	X	PT/CT/QT 65SF	Remarks: All Corridor's	142	205 35		Men's Restroom	2065
-	100 103AB	648	x	<u>^</u>		ms: 103, 103A&	143	1,956		Mission Support	2005
	100/10	959	X			inis. 100, 100/kd	146	192		Superintendent Force Protection	959
	107	1251	X			Rooms 107&182	147	192		Office	1251
	109	390	X			Rooms: 109&110	148	163		PERSCO Office	390
	111	363	Х			Rooms: 111&113	148A	156		PERSCO Office	363
	112	159	X				149	190		Inspector General	159
	114	219			х		150	198		Command Post	219
	115	219			<u>x</u>		151	532		Boiler Room	219
	116	317	X			Rooms: 116&117	153	168		Wing 1st Sgt.	317
	127	371	<u> </u>				160	825		Recruiting Administration	371
	129		X				161	152		Mission Support Flight Commander	360
	130		X		×	-	162	152		Recruiting Supervisor Recruiter's Offices (Rooms: 164, 165, & 166)	754
	134	106 205			X X	B	<u>164</u> 171	360		Coffee Area	205
	145	1956	x		<u> </u>		172	269		Vice Wing Commander	1956
	146	192	x				173	97		Storage Recruiting	192
	147	192	X				174	137		Wing Command Chief Master Sgt.	192
	149	190	х		1		175	343		Administration Specialist	190
	153	168	х				176	18		Closet	168
	160	825		x			177	310		Commander's Office	825
	161	152	х				178	100		Commander's Restroom	152
	162	152	X				179	10		Closet	152
	164	360	X		F	ms: 164,165&16	180	41		Hallway - Commander's Area	360
	171	68	X				181	189		Conference Room (Commander's Office)	68
	172	269	<u> </u>				181A	614		Break Area	269
	174	137 343	x		<u> </u>		181BCD	689	<u> </u>	Wing Safety Offices ( Rooms: 181B , 181C & 181D)	13
	175	343	x							and a state of the	310
	177	100			x						100
	170	10	X	1				1			10
	180	41	X								4
	181	189	X								189
	181A	614	X		L						61-
	181BCD	689	Х			Rms:181B,C&D					68
		· · · · · · · · · · · · · · · · · · ·		L	· · · ·						
	Total SF	15,343	11,604	2,890	849				-		
	Innitorial	Benorted Cautors Co			-						-
	Janitorial Ruilding Cost	Reported Square Fo	otage 19,436		1				1		
	Building Cost \$1,413.09	Footprint Mezzanine Rm	19,436		t				-		
		Mezzanine Am	C	)				1	1		
		Mezzanine Rm	c								
		Total SF	19,436	5							
Fotal N	Number of Sir	ks in this Building:	11						I		
		ilets in this Building:	11						1		
		nals in this Building:	4								
		owers in this Building:	3					1			
		ater Fountians in this Building	1						<u> </u>		-
	NUMBER OF WE	UNIT TOTALS									
				da anna anna anna anna anna	A			+	1		
	Carpet					19	otal Usable SI	17,895			

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES - ITB # 071B1001223

### PART I: LOCATION SPECIFICATIONS

### PART III: VENDOR'S LOCATION PRICE QUOTE

### V. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

### **BUILDING #6906**

CONTRACT INFORMATION								
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009				
PREVIOUS CONTRACT #:	071B1001223							
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA							
CONTRACTING AGENCY NAME:	DEPARTMENT OF AIR NATIONAL GU		VETERANS AFFAIR	S, BATTLE CREEK				
BUILDING NAME AND NUMBER:	Hazardous Mate	rials Pharma	cy, Building 6906					
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan							
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?								
REGION and COUNTY:	Region							
PROCUREME	NT CONTACT	INFORMA	TION					
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	AM						
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah	am	CONTACT TELEPHONE #:	517-483-5803				
PROCUREMENT OFFICE CONTACT E-MAIL:	grahamk@Mi		CONTACT FACISIMILE #:	517-483-5881				
FROCOREMENT OFFICE CONTACT E-MAIL:	v			51/ 405 5001				
			CONTACT					
CONTRACT COMPLIANCE INSPECTOR (CCI)	MSGT. Phil Gr	-011	TELEPHONE	269-969-3342				
/ FACILITY MANAGER (FM) NAME:		011	#: CONTACT	207-707-3342				
			FACISIMILE					
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	s.army.mil	#:	Na				

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING	LOCATION II	NFORMATION	
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS oF BUILDING OCCUPANTS:	0730 – 1630
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0730 – 1630
TOTAL BUILDING SQ. FT. TO BE CLEANED:	1,700 (254 usable sq ft)	NUMBER OF STORIES IN BUILDING:	Single story (1 story)
TOTAL SQ. FT. OF CARPET TO BE CLEANED:		AREA(S): SEE ATTACHMEN INSTRUCTIONS B	
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):	
TOTAL SQ. FT. OF HARD FLOOR/VINYL TILE TO BE CLEANED:	254	AREA(S): SEE ATTACHED S	SPREADSHEET
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:		AREA(S):	
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):	
TOTAL SQ. FT. OF <b>TERRAZO</b> TO BE CLEANED:	Na	AREA(S):	
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):	
NUMBER OF RESTROOMS IN BUILDING:	1 UNISEX	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)	
NOTE: ONE MONDAY PER MONTH FOLLOWING UTA "ALL" RESTROOMS ON BASE ARE TO BE CLEANED		<i>NOTE, INCLUDES</i> : 1 UNISEX R URINALS, SINKS, AND/OR SHOV	ESTROOM - 3 UNITS INCLUDES TOILETS, VERS.
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	Yes, "Only upo	DN REQUEST OF THE STATE AND	MUST BE PRE-APPROVED"
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard (see specifications for cleaning standards.	LOCKER ROOM,	FITNESS ROOM	

Moderate

**ADDITIONAL INFORMATION:** Hazardous Materials Pharmacy. Building includes one small office and one small restroom. Contractor shall clean restrooms one Monday per month following Unit Training Assemblies (UTA).

# C. DESCRIPTION OF SERVICE NEEDS

### TASK AND FREQUENCIES

Services	FREQUENCY					
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	<b>Annual</b> (Once Per Year)
BASIC SERVICES				N/A	N/A	N/A
<ul> <li>5. Office Cleaning         <ul> <li>(Note: The days office cleaning is to occur will be determined by the Facility Manager.)</li> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface</li> </ul> </li> </ul>		2x Wkly (156/yr) 2x wkly				
floor if applicable. Remove spots/stains from carpet. b. Empty waste receptacles		(156 / yr) 2x wkly				
		(156 / yr)				
2. Restrooms (If applicable)		0				
e. Close restroom		<b>2x wkly</b> (156 / yr)				
f. Empty waste receptacles		<b>2x wkly</b> (156 / yr)				
g. Fill dispensers		<b>2x wkly</b> (104 / yr)				
h. Dust		Na				
i. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)				
j. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)				
k. Clean and disinfect sinks		<b>2x wkly</b> (156 / yr)				
I. Clean glass and mirrors		<b>2x wkly</b> (156 / yr)				
v. Clean and disinfect toilets and urinals		<b>2x wkly</b> (156 / yr)				
<ul> <li>n. Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> </ul>		<b>2x wkly</b> (104 / yr)				
<ul> <li>aa. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.</li> </ul>		<b>2x wkly</b> (156 / yr)				
bb. Vacuum carpet if applicable		<b>2x wkly</b> (156 / yr)				
cc. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)				
dd. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)				
3. Drinking Fountains						
a. Clean, disinfect and wipe dry		<b>2x wkly</b> (104 / yr)				
4. Lobbies and Corridors						

Services	FREQUENCY								
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	(2 times	<b>Annual</b> (Once Per Year)			
gg. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)	<b>1x Day</b> (248 / yr for trash only)	2x wkly							
hh. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)							
ii. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)							
jj. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)							
kk. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)							
II. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)							
mm. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)							
nn. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)							
5. Wall /Partition Cleaning / Washing									
m. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)						
n. Thorough wall / partition vacuuming and washing, as renovations require			<b>1x mo</b> (12 / yr)						
o. Clean partition / glass windows			<b>1x mo</b> (12 / yr)						
10. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)						
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.									
q. Conference rooms		<b>2x wkly</b> (104 / yr)							
r. Clean drawing boards in conference rooms		Na							
<ul> <li>Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms &amp; adjacent office areas</li> </ul>		<b>2x wkly</b> (104 / yr)							
t. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)							
11. Variable Procedures									

Services			Frequ	JENCY		
	<b>Daily</b> (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)
<ul> <li>Empty exterior ashtrays/trash receptacles &amp; clean all general areas including entrances, during Winter months of November 1 - April 1.</li> </ul>		<b>1x wk</b> (52 / yr)				
<ul> <li>v. Empty exterior ashtrays / trash receptacles &amp; clean all general areas including entrances, during Summer months of April 1 - October 31.</li> </ul>		<b>2x wk</b> (156 / yr)				
w. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]				
x. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]			
<ul> <li>Replace waste receptacle liner when soiled or worn</li> </ul>			na			

<b>6</b>				FREQU	JENCY		
SERV	VICES	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)
Peri	IODIC SERVICES	N/A	N/A	N/A			
9.	General		•				
	u. Clean air bars and vents						1X/yr
	v. Dust/clean baseboards						1X/yr
	<ul> <li>W. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)</li> </ul>						1X/yr
	x. Vacuum fabric upholstered furniture						1X/yr
	y. Additional/Emergency services						As needed or as re- quested
10	). Intensive Floor Care						
	gg. Emergency stain / gum removal from carpet						As needed or as re- quested
	hh. Spray buff finished hard floors - removing scuff marks included						12X/yr
	ii. Scrub restroom floors				4X/yr		
	jj. Clean carpet in high traffic areas					NA	
	kk. Clean carpet runners / mats					NAr	
	II. Scrub stairwell floors (not applicable)					na	
	mm. Top strip & refinish floors						1X/yr
	nn. Strip & refinish all hard surface floors						1X/yr
3. W	Vindows						
	<ul> <li>Clean Windows on Exterior of building (inside and outside)</li> </ul>						1X/yr
	j. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr	

#### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

#### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

### DEPARTMENT OF MILITARY AND VETERANS AFFAIRS – BATTLE CREEK ANGB – BUILDING 6906 3585 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

#### **TOTAL COSTS** Α.

TOTAL PRICE FOR 1.5 (18 MONTHS) YEARS: \$ 4	5 421.02 (\$23.39 X 18 months)

						ELLOGG AIRPORT					
				COLCINGIN		FACILITY: 6906	, OR THE OF	CELLS, WIGF			
					1	PACILITY: 0900					
					% Use	Tatal					
#	ATEGORY	DESCRIPTION	USED SF	% Use	% Use Assigned	Total Use	ROOM #	TOTALS	ID #	Description	
£3	442257		1,860	100.09	(160)	* ¥.700	101	194		HazMat Office	
2	1122.07	and the second second second second		1999 - C.	N-1/		102	60		Restroom	
1		and the second	Data sila	1. (C. (1))) 2. (C. (1))		GROEPENSING STORE	103	76		Mechanical Room	
-4		A Star Star Lev.	1. 1. 1. 1.	1		her Charles (12)	104	1,230		Storage	
85				ter totale	2012 1 202	N 795.468 E	105	300		Storage	
6				1. S. A. 12	Sec. Carlo						
17		A CONTRACTOR	S Contain	10 - S.M	0.000						
8		the Martin State	Sector Parts	CALLER S	20000000						
.9			Strates.		12 11 11 2 2	Contrast Sectors in					
30	COMMON)	tairs halls	0		1						
		Totais	1,860	100:09							
					TOTAL	1,700					
					1						
		IS/OS Difference	ai - *(160)								
		Total FCLT SF	1,700								
-											
				•							
oma	Covered un	der Janitoral Service									
	Room	Square Footage	Carpet	VCT	PT/CT/QT						
	101	194		х							194
	102	60		х							60
											0
											0
					1						0
											0
											0
											0
											0
-											C
											0
											0
-											C
											0
-											C
											0
											0
											0
											0
											0
							2.4				0
											0
											(
-1					1						0
1					1						0
+											0
-											0
-					1				1		
1											0
-					T						
1											1
1											
									1		0
1						4.4			1		
+	Total SF	254	0	254	0	194					
1											
1	Janitorial	Reported Square Fo	otage						1		
	Building Cost	Footprint									
	\$23.39	Mezzanine Rm	0						1		
-		Mezzanine Rm			1						1
		Mezzanine Rm			1				1		
		Total SF									1
- 1.0	lumbor of C'-		1,700						1		
		ks in this Building:						1	1		-
		lets in this Building:	1						+		
al N	lumber of Uri	nals in this Building:	0								-
		owers in this Building:	0								
		ter Fountians in this Building									
Π		UNIT TOTALS:									
							al Usable SF	1,860	)		
T =	Carpet										

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

### PART I: LOCATION SPECIFICATIONS

### PART II: VENDOR'S LOCATION PRICE SHEET

#### VI. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

# BUILDING #6909

CONTRACT INFORMATION							
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009			
PREVIOUS CONTRACT #:	071B1001223						
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA						
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE						
BUILDING NAME AND NUMBER:	DISASTERPREP/RES FORCES/MOBILITY PROCESSING, BUILDING 6909						
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan						
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?							
REGION and COUNTY:	REGION and COUNTY: Region: 13 County: Kalamazoo						
PROCUREMENT CONTACT INFORMATION							
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	M					
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Graha	am	CONTACT TELEPHONE #:	517-483-5803			
	grahamk@Mic		CONTACT FACISIMILE				
PROCUREMENT OFFICE CONTACT E-MAIL:	V		#:	517-483-5881			
			CONTACT TELEPHONE				
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSgt. Phil Grol	11	#:	269-969-3342			
			CONTACT				
CCI / FM CONTACT E-MAIL:	phillip.groll@us	.armv.mil	FACISIMILE #:	No			
CCI/FM CONTACT E-MAIL:			#.	Na			

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING LOCATION INFORMATION							
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS of BUILDING OCCUPANTS:	0800 – 1700				
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies				
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0800 – 1700				
TOTAL BUILDING SQ. FT. TO BE CLEANED:	9,000 (7,700 usable sq ft)	NUMBER OF STORIES IN BUILDING:	Single story (1 story)				
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	1,520	AREA(S): See attached spreadsheet for breakdo of offices, reception, break room					
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):					
TOTAL SQ. FT. OF HARD FLOOR TO BE CLEANED:		AREA(S):					
TOTAL SQ. FT. OF <b>VINYL</b> TO BE CLEANED:	6,180	AREA(S): See attached spreadsheet for breakdor of rooms, corridors, entry/hallways					
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF CEMENT TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF TERRAZO TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):					
NUMBER OF RESTROOMS IN BUILDING:	6	NUMBER OF TOTAL UNITS FOR BUILDING RESTROOM(S): 20					
Note: Restrooms to be cleaned one monday per month following Unit Training Assemblies (UTA)		<i>NOTE, INCLUDES: NOTE, INC</i> INCLUDES 6 TOILETS, 8 URINAL	<i>ludes</i> : Male/Female 20 units .s, 6 sinks.				
Is window cleaning to be included on this contract? Note: Specify if Interior and / or Exterior and Number of Floors - typically 1st Floor for Exterior.	Yes, "Only up	DN REQUEST OF THE STATE AND	MUST BE PRE-APPROVED"				

Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard.	NO				
What is the RECOMMENDED Level of Insurance Risk for this Contract? [EXAMPLE: LOW, MODERATE OR HIGH] NOTE: DMB-OAS & AGENCY to determine	Moderate				
<b>ADDITIONAL INFORMATION:</b> This building is primarily a storage warehouse. The only service required is on the east portion of the building for the Base Readiness section. Services to include one Monday per month following UTA for all restrooms throughout base.					

# C. DESCRIPTION OF SERVICE NEEDS

### TASK AND FREQUENCIES

Services			Frequ	JENCY		
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)
BASIC SERVICES		<b></b>		N/A	N/A	N/A
<ol> <li>Office Cleaning         <ul> <li>(Note: The days office cleaning is to occur will be determined by the Facility Manager.)</li> </ul> </li> </ol>		3x Wkly (156/yr)				
a. Vacuum carpet, sweep & damp mop hard surface floor if applicable. Remove spots/stains from carpet.		<b>3x wkly</b> (156 / yr)				
b. Empty waste receptacles		<b>3x wkly</b> (156 / yr)				
2. Restrooms (If applicable) *See Note		(1007 )1)				
f. Close restroom		<b>3x wkly</b> (156 / yr)				
g. Empty waste receptacles		<b>3x wkly</b> (156 / yr)				
h. Fill dispensers		<b>2x wkly</b> (104 / yr)				
i. Dust		Na				
j. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)				
k. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)				
I. Clean and disinfect sinks		<b>3x wkly</b> (156 / yr)				
m. Clean glass and mirrors		<b>3x wkly</b> (156 / yr)				
vi. Clean and disinfect toilets and urinals		<b>3x wkly</b> (156 / yr)				
<ul> <li>Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> </ul>		<b>2x wkly</b> (104 / yr)				
ee. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		<b>3x wkly</b> (156 / yr)				
ff. Vacuum carpet if applicable		<b>3x wkly</b> (156 / yr)				
gg. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)				
hh. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)				
2 Drinking Fountains						
3. Drinking Fountains a. Clean, disinfect and wipe dry		<b>2x wkly</b> (104 / yr)				
4. Lobbies and Corridors						

Daily Each time cheduled o clean; 04 times ber year) 1x Day 48 / yr for ash only)	recycled paper only) <b>2x wkly</b> (104 / yr) <b>2x wkly</b> (104 / yr) <b>2x wkly</b> (104 / yr) <b>2x wkly</b> (104 / yr) <b>1x wkly</b>	12 times	(Once per Quarter; 4 times per year)	(2 times	Annual (Once Per Year)
48 / yr for	(104 / yr recycled paper only) <b>2x wkly</b> (104 / yr) <b>2x wkly</b> (104 / yr) <b>2x wkly</b> (104 / yr) <b>2x wkly</b> (104 / yr) <b>1x wkly</b>				
	2x wkly (104 / yr) 2x wkly (104 / yr) 2x wkly (104 / yr) 2x wkly (104 / yr) 1x wkly				
	(104 / yr) 2x wkly (104 / yr) 2x wkly (104 / yr) 1x wkly				
	2x wkly (104 / yr) 2x wkly (104 / yr) 1x wkly				
	(104 / yr) <b>1x wkly</b>		1		
	(104 / yr)				
	<b>1x wkly</b> (104 / yr)				
	<b>2x wkly</b> (104 / yr)				
		<b>1x mo</b> (12 / yr)			
		<b>1x mo</b> (12 / yr)			
		<b>1x mo</b> (12 / yr)			
		1x mo			
	<b>2x wkly</b> (104 / yr)				
	Na				
	<b>2x wkly</b> (104 / yr)				
	<b>2x wkly</b> (104 / yr)				
		(104 / yr)	(104 / yr) (104 / yr) 1x mo (12 / yr) 2x wkly (104 / yr) 2x wkly (104 / yr) 2x wkly (104 / yr)	(104 / yr)       Ix mo         Ix mo       (12 / yr)         Ix mo       Ix mo         Ix mo       Ix mo	(104 / yr)       Ix mo         Ix mo       (12 / yr)         Ix mo       Ix mo         Ix mo       Ix mo

Services			Frequ	JENCY		
	<b>Daily</b> (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	12 times	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)
<ul> <li>Empty exterior ashtrays/trash receptacles &amp; clean all general areas including entrances, during Winter months of November 1 - April 1.</li> </ul>		<b>1x wk</b> (52 / yr)				
<ul> <li>aa. Empty exterior ashtrays / trash receptacles &amp; clean all general areas including entrances, during Summer months of April 1 - October 31.</li> </ul>		<b>3x wk</b> (156 / yr)				
bb. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]				
cc. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			1x mo (more if needed) [12 / yr]			
dd. Replace waste receptacle liner when soiled or worn			na			

Services			Frequ	JENCY		
SERVICES	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)
Periodic Services	N/A	N/A	N/A			
11. General						
z. Clean air bars and vents						1X/yr
aa. Dust/clean baseboards						1X/yr
bb. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr
cc. Vacuum fabric upholstered furniture						1X/yr
dd. Additional/Emergency services						As needed or as re- quested
12. Intensive Floor Care						
oo. Emergency stain / gum removal from carpet						As needed or as re- quested
pp. Spray buff finished hard floors - removing scuff marks included						12X/yr
qq. Scrub restroom floors				4X/yr		
rr. Clean carpet in high traffic areas					3X/yr	
ss. Clean carpet runners / mats					3X/yr	
tt. Scrub stairwell floors (not applicable)					na	
uu. Top strip & refinish floors						1X/yr
vv. Strip & refinish all hard surface floors						1X/yr
3. Windows						
<ul> <li>K. Clean Windows on Exterior of building (inside and outside)</li> </ul>						1X/yr
I. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr	

#### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	Na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

#### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

Department of Military and Veterans Affairs - Battle Creek ANGB - Building 6909

### 3585 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

### A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 709.17 (7,700 sq ft X .0921)					
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 12,765.06 (\$12,765.06 X 18 months)					
***************************************						

06120	dat is tatoanaaiji	<u>Fac_6000_SF.xl</u>	Card and a strength			DE FACILITY BY					Pa
			110FW	CIVIL ENGI	NEER W.K.	KELLOGG AIRPO		HEEK, MIC	HIGAN		
			······			FACILITY: 6909		I			
											1
					% Use	Total					
		DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #	TOTALS		Description	
1	141786	DEPLOY PROCESS FAC	4,120	49.2%	2. <u>305</u> 75	4,425	101	1,400	1	Deployment Processing Facility	
		DISASTER PREP	1,020	28.6%		1,095	101A 101B	120 160		Women's Restroom Men's Restroom	
4		MISC RECTN BED	2,400		62	902	1018	1,320		Deployment Processing Center	
ANTS.	/40000	MISC NECTIVELD	*040 * 202	10.076		SUC SUC	102 102A	1,320		Reserve Forces Operational Training	
6		- 4	6.000 	1989 (1999) 1988 - 1988 (1999)	2. 19	Particular Cold Science States	102A	120		Miscellaneous Recreation Bldg.	
100 LO						C. Same	102B	480		Reserve Forces Operational Training	
8			2000 CO		alb all all all all all all all all all	Constanting and the second	103A 103B	460			
1000						RT. BURN BURN BURN BURN	103B	120	4	Reserve Forces Operational Training (Chaplin's Area) Reserve Forces Operational Training (Chaplin's Area)	
to	CONTRACTOR IN	steurs halls	620	SARKACREAU ON COMMEND	Disserve subout a	Espision PCI victor (196)	1030	1,280		Disaster Preparedness	
20010	COMMENTER	Stan S Hanser Contractor	112000000000000000000000000000000000000				104	1,030	2	Disaster Preparedness	-
		Totals	49.290	000			105C	120		Disaster Preparedness	
		Division and a second	NT KING DATE OF COM	010010010010010010010010010001000000000	TOTAL	9,000	103C	20		Disaster Preparedness	
					Sector Contract	CONTRACTOR OF CONT	1010	120		Disaster Preparedness	
							107	960		Disaster Preparedness	
		IS/OS Difference	AND				109	75		Disaster Preparedness	
-		A STATE OF A STOLEN OF A STATE OF	Maximum and the second second				110	75		Disaster Preparedness	
		Total FCLT SF	9,000				110	240		Mechanical Electricial Area	
		TUNALFULTSF	9,000	· · · ·		<b> </b>	112	240 660		Miscellaneous Recreation Bldg.	
							112 112A	60		Miscellaneous Recreation Bldg.	
000	Covered	der Janitoral Service				······	112A 113	300	4	Reserve Forces Operational Training (ACTS Union Rep)	
10011			Corpot	VCT	PT/CT/QT			100		Mechanical HVAC	
	Room 101	Square Footage 1400	Carpet	X	- no nor		114	100	10		1400
	101 101A			X				· · · ·			1400
-	101A 101B			X							120
				X					-		1320
	102			X				-			1320
	102A 102B			X							120
-				X							480
	103A 103B		x	^	-						120
			x								120
	103C 104		x		i		1 A 4 1	-			1280
	104		~	v							1030
	105 101C			x			1744				20
-											960
	108			x							75
	110										75
	110			x							300
	113	300		<b>^</b>							000
											0
					-						
			-								
							1000				
-							1 pro 1				
-											
					-						0
-					-		dinis.				
											0
		· · · · ·			-						0
-			·								0
		· · · · ·				†					
-											0
											0
_					<u> </u>		0.31				0
-											0
-											0
					+	1					
	Total SF	7,700	1,520	6,180			<u></u>	<u> </u>			
-	1 Jiai 31	/,/00	1,020	0,100	1						
	Janitorial	Reported Square Fo	ntarre		1	11					
	Building Cost				1		1000		<u> </u>		
	\$709.17	Mezzanine Rm	9,000								
_	<i>ula</i> .17	Mezzanine Rm	0		1						
		Mezzanine Rm Total SF			1						
					+	<b> </b>					
		nks in this Building:	6						+		
		ilets in this Building:	6								
otal i	Number of Uri	inals in this Building:	8			1			-		
otal i	Number of Sh	owers in this Building:	0					1			
		ater Fountians in this Building			1			1			
		UNIT TOTALS:	20		T						
PT =	Carpet			•		. i	al Usable SF	9,000			
	Vinyl Compo	cition Tilo									
'CT -											

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

### PART I: LOCATION SPECIFICATIONS

#### PART II: VENDOR'S LOCATION PRICE SHEET

#### VII. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## **BUILDING** #6910

CONTRACT INFORMATION						
APPROXIMATE START DATE:		CONTRA DATE:	CT END	09/30/2007		
PREVIOUS CONTRACT #:	071B1001223					
NUMBER OF YEARS / OPTIONS EFFECTIVE:	Three (3) Years					
CONTRACTING AGENCY NAME:	DEPARTMENT OF M AIR NATIONAL GUA		VETERANS AFFAIR	S, BATTLE CREEK		
BUILDING NAME AND NUMBER:	CIVIL ENGINEERING	, BUILDING	6910			
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan					
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?	No					
REGION and COUNTY:	Region: 13 Coun	ty: Kalama	Z00			
PROCUREME	NT CONTACT II	NFORMA	TION			
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHAM	1				
			CONTACT TELEPHONE	515 402 5002		
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Graha	m	#: CONTACT	517-483-5803		
PROCUREMENT OFFICE CONTACT E-MAIL:	grahamk@Micl v	nigan.go	FACISIMILE #:	517-483-5881		
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSgt. Phil Groll		CONTACT TELEPHONE #:			
CCI / FM CONTACT E-MAIL:	phillip.groll@us.a		CONTACT FACISIMILE #:	Na		

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING LOCATION INFORMATION						
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS OF BUILDING OCCUPANTS:	0800 – 1700			
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies			
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0800 – 1700			
TOTAL BUILDING SQ. FT. TO BE CLEANED:	12,000 (5,677 usable sq ft)	NUMBER OF STORIES IN BUILDING:	Single story (1 story)			
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	2,569	AREA(S): See spreadsheet				
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(S) TO BE CLEANED:		AREA(S):				
TOTAL SQ. FT. OF HARD FLOOR TO BE CLEANED:		AREA(S):				
TOTAL SQ. FT. OF <b>VINYL</b> TO BE CLEANED:	1,242	AREA(S): See spreadsheets				
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	1,866	AREA(S):				
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):				
TOTAL SQ. FT. OF TERRAZO TO BE CLEANED:	Na	AREA(S):				
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):				
NUMBER OF RESTROOMS IN BUILDING:	2	NUMBER OF TOTAL UNITS FOR BUILDING RESTROOM(S):13 (SEE NOTI BELOW)				
NOTE: RESTROOMS TO BE CLEANED ONE MONDAY PER MONTH FOLLOWING UNIT TRAINING ASSEMBLIES (UTA)		<i>NOTE, includes</i> : 1 male & 1 female (13 units 3 toilets, 2 urinals, 4 sinks, 3 showers				
Is window cleaning to be included on this contract? Note: Specify if Interior and / or Exterior and Number of Floors - typically 1st Floor for Exterior.	Yes, "Only up	ON REQUEST OF THE STATE AND	) MUST BE PRE-APPROVED"			

Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard.	NO				
What is the RECOMMENDED Level of Insurance Risk for this Contract? [EXAMPLE: LOW, MODERATE OR HIGH] NOTE: DMB-OAS & AGENCY to determine	Moderate				
<b>ADDITIONAL INFORMATION:</b> Civil Engineering building. Contractor to clean restrooms one Monday per month following Unit Training Assemblies. Services to include one Monday per month following UTA for all restrooms throughout base.					

# C. DESCRIPTION OF SERVICE NEEDS

### TASK AND FREQUENCIES

SERVICES		FREQUENCY					
		Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	<b>Annual</b> (Once Per Year)
BASIC SERVIC	ES				N/A	N/A	N/A
determ	aning The days office cleaning is to occur will be nined by the Facility Manager.) n carpet, sweep & damp mop hard surface		2x Wkly (104/yr) 2x wkly				
floor if	applicable. Remove spots/stains from carpet. waste receptacles		(104 / yr) 2x wkly				
51 ±pty			(104 / yr)				
	(If applicable)						
g. Close	e restroom		<b>2x wkly</b> (104 / yr)				
-	y waste receptacles		<b>2x wkly</b> (104 / yr)				
	spensers		<b>1x wkly</b> (52 / yr)				
j. Dust			<b>1x wkly</b> (52 / yr)				
	n and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)				
	oughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)				
m. Clear	n and disinfect sinks		<b>2x wkly</b> (104 / yr)				
n. Clear	n glass and mirrors		<b>1x wkly</b> (52 / yr)				
vii.	Clean and disinfect toilets and urinals		<b>2x wkly</b> (104 / yr)				
stall a toilets	n and disinfect wall around toilets and urinals, and entry doors, and partitions between s, urinals and sinks. Also perform any us spot cleaning.		<b>2x wkly</b> (104 / yr)				
are n water	o mop (Note: Damp mops used in restrooms ot to be used for non-restroom areas.) Mop should be clean and refreshed after each oom cleaning.		<b>2x wkly</b> (104 / yr)				
jj. Vacu	um carpet if applicable		Na				
kk. Maint	ain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)				
II. Servi Mana	ce restrooms as requested by Facility ager		<b>2x wkly</b> (104 / yr)				
2 Drinking F	ountoino						
3. Drinking Fo a. Clea	n, disinfect and wipe dry		<b>2x wkly</b> (104 / yr)				
4. Lobbies an	d Corridors		(104/yi)				

Services			FREQU	JENCY		
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	(2 times	Annual (Once Per Year)
ww.Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)	<b>1x Day</b> (248 / yr for trash only)	2x wkly				
xx. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)				
yy. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)				
zz. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)				
aaa. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)				
bbb. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)				
ccc.Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)				
ddd. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)				
5. Wall /Partition Cleaning / Washing						
s. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)			
<ul> <li>Thorough wall / partition vacuuming and washing, as renovations require</li> </ul>			<b>1x mo</b> (12 / yr)			
u. Clean partition / glass windows			<b>1x mo</b> (12 / yr)			
12. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)			
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.						
y. Conference rooms		<b>2x wkly</b> (104 / yr)				
z. Clean drawing boards in conference rooms		Na				
aa. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas		<b>1x wkly</b> (104 / yr)				
bb. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)				

Services	FREQUENCY							
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	(Once per	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)		
11. Variable Procedures		<u> </u>						
ee. Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during Winter months of November 1 - April 1.		<b>1x wk</b> (52 / yr)						
ff. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>2x wk</b> (104 / yr)						
gg. Entry leaf removal/sweeping fall season		1x wk (more if needed) [52 / yr]						
hh. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]					
ii. Replace waste receptacle liner when soiled or worn			na					

SERVICES	FREQUENCY								
Services	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year			
PERIODIC SERVICES	N/A	N/A	N/A						
13. General									
ee. Clean air bars and vents						1X/yr			
ff. Dust/clean baseboards						1X/yr			
gg. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr			
hh. Vacuum fabric upholstered furniture						1X/yr			
ii. Additional/Emergency services						As needed or as re- quested			
14. Intensive Floor Care									
ww.Emergency stain / gum removal from carpet						As needed or as re- quested			
xx. Spray buff finished hard floors - removing scuff marks included						12X/yr			
yy. Scrub restroom floors				4X/yr					
zz. Clean carpet in high traffic areas					3X/yr				
aaa. Clean carpet runners / mats					3X/yr				
bbb. Scrub stairwell floors (not applicable)					na				
ccc.Top strip & refinish floors						1X/yr			
ddd. Strip & refinish all hard surface floors						1X/yr			
3. Windows									
<ul> <li>Clean Windows on Exterior of building (inside and outside)</li> </ul>						1X/yr			
n. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr				

#### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

#### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

### DEPARTMENT OF MILITARY AND VETERANS AFFAIRS – BATTLE CREEK ANGB – BUILDING 6910 3585 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

### A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 522.85 (5,677 sq ft X .0921)			
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 9,411.30 (\$522.85 X 18 months)			
***************************************				

			110FW			E FACILITY BY BO					
						FACILITY: 6910		,			
					% Use	Total					
D#		DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #	TOTALS		Description	
dia 1	219944		6,100	64.6%	1,651	7,751	100	42		Vestibule	
2	610127	BSE ENGR ADMIN				4,249	101	339		Mechanical Room	
3					an contractorios	tine and a	102 103	163 404		Reproduction/Copy Room Engineering Tech/Drafting	
5				N. E.S. Star	100 A 18 ( )		104	304		Training/Real Estate	
. 6							105	150	2	First Sergeant	
. 7					and the second s		106	187		Operations/Deputy BCE	
8				65.30		11 C	107 108	908 266		Hallway's Administration/Resource Advisor	
9	COMMON	stairs halls.	1712		C STREAM PRODUCTS	AND CONTRACTOR	108	385		Commander's Conference Room	
							110	218		Commander/BCE	
		Totals	9,444	t00.0%			111	67		Janitor's Closet	
					TOTAL	12,000	112	231		Men's Restroom	+
-							113 114	125		Facility Manager/Chief of Operations Women's Restroom	
		IS/OS Difference	844				115	205		Work Control/Customer Service	
_							116	230	1	Material Control/Purchasing	
		Total FCLT SF	12,000				117	116	2	Testing Room	
							118	90		Office Suply Storage Room	
007	Covered un	der Janitoral Service				<u>(</u>	119 120	334 167		Shop Supervisors Break Area/Vending	
	Room	Square Footage	Carpet	VCT	PT/CT/QT		120	832		Classroom	
	100	42			X		122	58	2	Break Area	. 42
	102	163	х				124	181		Research	163
-	103	404	X				125	150		Facility Maintenance Supervisor - State	404
-	104 106	304	X X				126	2,275		Holding Area/Bench Stock Shop/Work Area	187
	100	908		х			128	1,121		Shop Equipment /Shop Work Area	908
	108	266	X				129	100	1	Paint Storage	266
	109	385	Х				130	98		Sand Blaster	385
	110	218	<u>X</u>	······			131	351		Tool Room	218
_	112	231	x		x		132	119		Storage	231
	113	125			x		-				125
	115	205	x		<u>†^</u>						205
	116				x						230
	117		x								116
	119	334		X	x						334
	120	167 832			x		-		-		832
-	122	58			x						58
	124	181			х						181
	125	150	X				-				150
							-				
					1						0
											0
									1		0
											0
_					+						0
								1	1		0
											Ő
									L		0
											0
					1				ŀ		0
					1	+					
	Total SF	5,677	2,569	1,242	1,866			1	1		
		-,	_,,,,,		1.000						
	Janitorial	Reported Square Fo							L		
	Building Cost										
	\$522.85	Mezzanine Rm Mezzanine Rm			+				1		-
		Mezzanine Rm Mezzanine Rm			1	1					
		Total SF									
otal N	Number of Sir	ks in this Building:	4								
		ilets in this Building:	3								
		nals in this Building:	2							· · · · · · · · · · · · · · · · · · ·	
		owers in this Building:	3								
otal N	Number of Wa	ater Fountians in this Building			-						_
	L	UNIT TOTALS:	13	I	L	1			-		
	Carpet Vinyl Compo				-T		a Usable SF	11,156	9		

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

#### PART I: LOCATION SPECIFICATIONS

#### PART II: VENDOR'S LOCATION PRICE SHEET

#### VIII. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

### **BUILDING #6911**

CONTRACT INFORMATION									
		CONTRA	CT END						
APPROXIMATE START DATE:	12/01/2007	DATE:		05/31/2009					
PREVIOUS CONTRACT #:	071B1001223								
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA								
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE								
BUILDING NAME AND NUMBER:	Security Forces,	Building 691	1						
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan								
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?									
REGION and COUNTY:	Region								
PROCUREME	NT CONTACT	INFORMA	TION						
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	M							
	Kimberly Grah	am	CONTACT TELEPHONE #·	517-483-5803					
PROCUREMENT OFFICE CONTACT NAME:	Killiberry Gran	alli	CONTACT	517-405-5005					
	grahamk@Mi	chigan.go	FACISIMILE						
PROCUREMENT OFFICE CONTACT E-MAIL:	V		#:	517-483-5881					
			CONTACT						
CONTRACT COMPLIANCE INSPECTOR (CCI)		11	TELEPHONE						
/ FACILITY MANAGER (FM) NAME:	MSGT. Phil Gr	OII	#: CONTACT	269-969-3342					
			FACISIMILE						
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	army.mil	#:	Na					

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING LOCATION INFORMATION								
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS oF BUILDING OCCUPANTS:	0730 – 1630					
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies					
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE: 0730 – 1630						
TOTAL BUILDING SQ. FT. TO BE CLEANED:	6,158	NUMBER OF STORIES IN BUILDING:	Single story (1 story)					
TOTAL SQ. FT. OF <b>CARPET</b> TO BE CLEANED:	1,758	AREA(S): SEE ATTACHED S	SPREADSHEET					
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):						
TOTAL SQ. FT. OF HARD FLOOR/VINYL TILE TO BE CLEANED:	3,516	AREA(S):						
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	884	AREA(S):						
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):						
TOTAL SQ. FT. OF <b>TERRAZO</b> TO BE CLEANED:	Na	AREA(S):						
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):						
NUMBER OF RESTROOMS IN BUILDING:	4	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)						
Note: Restrooms to be cleaned one monday per month following Unit Training Assemblies (UTA)		<i>NOTE, includes</i> : 2 Male/2 Female 20 units includes 6 toilets, 4 urinals, 8 sinks, 6 showers.						
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	Yes, "Only up	ONLY UPON REQUEST OF THE STATE AND MUST BE PRE-APPROVED"						
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard (see specifications for cleaning standards.	LOCKER ROOM, FITNESS ROOM							

Moderate

**ADDITIONAL INFORMATION:** Security Police Building. This building is in operation 7 days per week. Please refer to the square footage within this document for detailed information. Restrooms are to be cleaned one Monday per month following Unit Training Assemblies (UTA).

## C. DESCRIPTION OF SERVICE NEEDS

### TASK AND FREQUENCIES

Services	FREQUENCY								
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)			
BASIC SERVICES				N/A	N/A	N/A			
<ol> <li>Office Cleaning         <ul> <li>(Note: The days office cleaning is to occur will be determined by the Facility Manager.)</li> </ul> </li> </ol>		3x Wkly (156/yr)							
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>3x wkly</b> (156 / yr)							
b. Empty waste receptacles		<b>3x wkly</b> (156 / yr)							
2. Restrooms (If applicable)		(100 / )1)							
h. Close restroom		<b>3x wkly</b> (156 / yr)							
i. Empty waste receptacles		<b>3x wkly</b> (156 / yr)							
j. Fill dispensers		<b>2x wkly</b> (104 / yr)							
k. Dust		Na							
I. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)							
m. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)							
n. Clean and disinfect sinks		<b>3x wkly</b> (156 / yr)							
o. Clean glass and mirrors		<b>3x wkly</b> (156 / yr)							
viii. Clean and disinfect toilets and urinals		<b>3x wkly</b> (156 / yr)							
<ul> <li>q. Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> </ul>		<b>2x wkly</b> (104 / yr)							
mm. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		<b>3x wkly</b> (156 / yr)							
nn. Vacuum carpet if applicable		<b>3x wkly</b> (156 / yr)							
oo. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)							
pp. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)							
2 Drinking Fountains									
<ol> <li>Drinking Fountains         <ul> <li>Clean, disinfect and wipe dry</li> </ul> </li> </ol>		<b>2x wkly</b> (104 / yr)							
4. Lobbies and Corridors									

Services			FREQU	JENCY		
	<b>Daily</b> (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	Per Year
eee. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)		2x wkly				
fff. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)				
ggg. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)				
hhh. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)				
iii. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)				
jjj. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)				
kkk.Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)				
III. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)				
5. Wall /Partition Cleaning / Washing						
v. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)			
<ul> <li>w. Thorough wall / partition vacuuming and washing, as renovations require</li> </ul>			<b>1x mo</b> (12 / yr)			
x. Clean partition / glass windows			<b>1x mo</b> (12 / yr)			
13. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)			
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.						
cc. Conference rooms		<b>2x wkly</b> (104 / yr)				
dd. Clean drawing boards in conference rooms		Na				
<ul> <li>ee. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms &amp; adjacent office areas</li> </ul>		<b>2x wkly</b> (104 / yr)				
ff. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)				

Services	FREQUENCY								
jj. Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year) 1x wk (52 / yr)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	<b>-Annual</b> (2 times	Annual (Once Per Year)			
kk. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>3x wk</b> (156 / yr)							
II. Entry leaf removal/sweeping fall season		1x wk (more if needed) [52 / yr]							
mm. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			1x mo (more if needed) [12 / yr]						
nn. Replace waste receptacle liner when soiled or worn			na						

Services	FREQUENCY								
Services	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)			
Periodic Services	N/A	N/A	N/A						
15. General		•							
jj. Clean air bars and vents						1X/yr			
kk. Dust/clean baseboards						1X/yr			
<ul> <li>II. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)</li> </ul>						1X/yr			
mm. Vacuum fabric upholstered furniture						1X/yr			
nn. Additional/Emergency services						As needed or as re- quested			
16. Intensive Floor Care									
eee. Emergency stain / gum removal from carpet						As needed or as re- quested			
fff. Spray buff finished hard floors - removing scuff marks included						12X/yr			
ggg. Scrub restroom floors				4X/yr					
hhh. Clean carpet in high traffic areas					3X/yr				
iii. Clean carpet runners / mats					3X/yr				
jjj. Scrub stairwell floors (not applicable)					na				
kkk.Top strip & refinish floors						1X/yr			
III. Strip & refinish all hard surface floors						1X/yr			
3. Windows									
<ul> <li>Clean Windows on Exterior of building (inside and outside)</li> </ul>						1X/yr			
<ul> <li>p. Clean Windows on Interior of building (inside and outside) [i.e., receptionist area, etc.]</li> </ul>					3X / yr				

#### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

#### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

#### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

Department of Military and Veterans Affairs - Battle Creek ANGB - Building 6911

### 3585 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

### A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 567.15 (6,158 sq ft X .0921)							
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 10,208.70 (\$567.15 X 18 months)							
***************************************								

20	Rusick	Fac 6011 SF.x	<u></u>			· · · · · · · · · · · · · · · · · · ·					Page
, <del>oa</del>	343101	1 au_0011_01.X	and the galaxy sector and and			DE FACILITY BY					
			110FW	CIVIL ENGI	NEER W.K.	KELLOGG AIRPO	RT, BATTLE C	REEK, MIC	HIGA	۷	
_					FAC	LITY: 6911 As of	06/22/07				
_					% Use	Total					
D# 2353	CATEGORY	DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #	IOTALS 49	IU #	Description	
1			and an and a second s		a second		100 101	49		Entrance East	
2							101	1,174		Classrooms	
<u>, 3</u>					CY Sectors	207 207 24	102	298		Corridor (North-East)	
20 B			8	Electron and	1. A. S.	Sector Sector Sector	100	280		Women's Restroom / Locker Room	
6		and the second second second	和生活的问题。	en Terrisek		Seif-1.21	105	430		Men's Restroom / Locker Room	
7			See a constant				106	35		Entrance (East Wing - North)	
. 8			6.22			and the second	107	6		Storage	
9			Sec. Sec. Sec.	$\mathcal{L}_{1}$ , $\mathcal{L}_{2}$ , $\mathcal{L}_{2}$		ALCONTRACT	108	179		Mechanicial Room	
10	COMMON)	tairs halls	0				109	190		Stan Eval / Unit Learning Center	
		Totals					110	161		Force Protection Administration	
-		lotais	CARLER REPORT	0.0%	TOTAL	0	111	0		See 1130	
-					Passassi Crime	and a standard state of	112	72		Control Center Hailway	
	~~~~						113A	192		Security Forces Control Center	
_		IS/OS Difference	1.878				113B	102		Security Forces Battle Staff	
							113C	114		NCOIC ESS	
		Total FCLT SF	13,900				114	57		Communications Closet	
							115	342		Element Leaders	
							116	380		Arms Vault	
		der Janitoral Service					117	193		Corridor (South-East)	
_	Room	Square Footage	Carpet	VCT	PT/CT/QT		118	862		Mobility Storage	
	100	49			x		118A	153		Covered Open Storage ( 305/2=153)	49
_	101	169		x		<b> </b>	119	158		Office	169 1174
	102	<u>1174</u> 298		x			120 260	228 286		Corridor (East Wing - South)) Corridor (North-Central)	298
-	103	298		·····	x		260	154		NCOIC Training Closet	280
	104	430			x		261A	154		NCOIC Training Closer	430
-	105	35			x		262	154		Superintendent	35
_	109	190		X			262A	8		Superintendent's Closet	190
	110	161	x				263	154		Security Forces Manager	161
	115	342	X				263A	8		Security Forces Manager's Closet	342
	117	193		X			264	154		Security Forces Commander	193
	119	158	х				264A	8		Security Forces Commander's Closet	158
	120	228		х			265	141		Security Forces 1st. Sgt.	228
	260	286		x			265A			Security Forces 1st. Sgt. Closet	286
	261	154	X				266	692		Corridor (West Wing - South)	154
	262	154	x				267	286		Corridor (West Wing Center)	154
	263	154	X				268	138		CATM Storage	154
	264	154	x				269 270	164		CATM NCOIC Conference Room	154 141
	265	692	· · · · ·	x			270	138		Security Forces Operations	692
	200	286		x			272	45		Restroom (Unisex - West Wing	286
	270	202	x			1	273	45		Restroom (Unisex - West Wing	202
	271	138	X				274	480		CATS	138
	272	45			Х		275	1,071		CATM Classroom	45
	273	45			х		275A	18		Partition Alcove	45
							276	30		Janitors Closet	0
							277	34		CATM Storage	0
							278	91		Stairs	0
							279	1,655	-	Guardmount	0
							281	28		Entrance Mezzanine	
									-	1	
_										a	
					1	1					0
					1	1					0
		· · · · · · · · · · · · · · · · · · ·									
	Total SF	6,158	1,758	3,516	884						
			l						L		
	Janitorial	Reported Square Fo	otage						-		
	Building Cost	Footprint							-		
	\$567.15	Mezzanine Rm	0								
		Mezzanine Rm									
		Mezzanine Rm				-					
		Total SF									
		ks in this Building:	8	1	-	<b> </b>			-		
		lets in this Building:	6		<u> </u>						
		nals in this Building:	4		L				· ·		
		owers in this Building:	6	1	1						
otal N	lumber of Wa	ter Fountians in this Building	1								
		UNIT TOTALS	25	L					J		
						ĥ	otal Usable SF	12,022	1		
PT =	Carpet Vinyl Compo	L	· · · · · · · · · · · · · · · · · · ·		T	1	19694				

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

## PART I: LOCATION SPECIFICATIONS

#### PART II: VENDOR'S LOCATION PRICE SHEET

#### IX. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

### **BUILDING #6913**

CONTRACT INFORMATION									
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009					
PREVIOUS CONTRACT #:	071B1001223								
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA								
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE								
BUILDING NAME AND NUMBER:	Squadron Operat	ons, Buildin	g 6913						
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3571 Mustang Avenue, Battle Creek, Michigan								
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?	N 1								
REGION and COUNTY:	Region								
PROCUREME	NT CONTACT I	NFORMA	TION						
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	М							
	Kimborly Crobo		CONTACT TELEPHONE	517-483-5803					
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Graha		#: CONTACT FACISIMILE	517-405-5005					
PROCUREMENT OFFICE CONTACT E-MAIL:	grahamk@Mic v	mgan.go	#:	517-483-5881					
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:									
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	army.mil	CONTACT FACISIMILE #:	Na					

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING	LOCATION II	NFORMATION				
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS of BUILDING OCCUPANTS:	0730 – 1630			
		APPROXIMATE				
NUMBER OF EMPLOYEES:		DAILY VISITORS:	Varies			
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE: 0730 – 1630				
TOTAL BUILDING SQ. FT. TO BE CLEANED:	10,462	NUMBER OF STORIES IN BUILDING: Single story (1 story)				
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	5,968	AREA(S): SEE SPREADSHE	ET			
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):				
TOTAL SQ. FT. OF HARD FLOOR/VINYL TILE TO BE CLEANED:		AREA(S):				
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	3,979	AREA(S):				
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):				
TOTAL SQ. FT. OF TERRAZO TO BE CLEANED:	Na	AREA(S):				
TOTAL SQ. FT. OF HARDWOOD TO BE CLEANED:	384	AREA(S):				
NUMBER OF RESTROOMS IN BUILDING:	5 (4 RESTROOMS/1 LOCKEROOM)	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)				
NOTE: RESTROOMS TO BE CLEANED ONE MONDAY PER MONTH FOLLOWING UNIT TRAINING ASSEMBLIES (UTA)		<i>NOTE, INCLUDES</i> : 3 MALE/1 F INCLUDES 6TOILETS, 5 URINAL	Female/1 lockeroom - 24 units .s, 6 sinks, 5 showers.			
Is window cleaning to be included on this contract?						
<i>Note:</i> Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	YES, "ONLY UPON REQUEST OF THE STATE AND MUST BE PRE-APPROVED"					
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard (see specifications for cleaning standards.	LOCKER ROOM,	FITNESS ROOM				

What is the RECOMMENDED Level of
Insurance Risk for this Contract?
[EXAMPLE: LOW, MODERATE OR HIGH]
NOTE: DMB-OAS & AGENCY to determine

MODERATE

**ADDITIONAL INFORMATION:** This building is the Squadron Operations building and includes many offices, conference and meeting type rooms. There are secure areas within this building which will require coordination for entry. This is also an auditorium. There is specialized flooring located within the building which requires specific care. A copy of the care/products recommended by the manufacturer will be provided to the contractor. The contractor must utilize these instructions prior to servicing these areas. Restrooms are to be cleaned an additional one Monday per month following Unit Training Assemblies (UTA). Refer to square footages within this document and attached spreadsheet.

## C. DESCRIPTION OF SERVICE NEEDS

### TASK AND FREQUENCIES

Services	FREQUENCY							
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	Annual (Once Per Year)		
BASIC SERVICES				N/A	N/A	N/A		
9. Office Cleaning ( <i>Note</i> : The days office cleaning is to occur will be determined by the Facility Manager.)		3x Wkly (156/yr)						
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> <li>b. Empty waste receptacles</li> </ul>		3x wkly (156 / yr) 3x wkly						
b. Empty waste receptacies		(156 / yr)						
2. Restrooms (If applicable)								
i. Close restroom		<b>3x wkly</b> (156 / yr)						
j. Empty waste receptacles		<b>3x wkly</b> (156 / yr)						
k. Fill dispensers		<b>2x wkly</b> (104 / yr)						
I. Dust		Na						
m. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)						
n. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)						
o. Clean and disinfect sinks		<b>3x wkly</b> (156 / yr)						
p. Clean glass and mirrors		<b>3x wkly</b> (156 / yr)						
ix. Clean and disinfect toilets and urinals		<b>3x wkly</b> (156 / yr)						
<ul> <li>r. Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> </ul>		<b>2x wkly</b> (104 / yr)						
qq. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		<b>3x wkly</b> (156 / yr)						
rr. Vacuum carpet if applicable		<b>3x wkly</b> (156 / yr)						
ss. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)						
tt. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)						
3. Drinking Fountains								
a. Clean, disinfect and wipe dry		<b>2x wkly</b> (104 / yr)						
4. Lobbies and Corridors		( j.)						

Services	FREQUENCY							
	Daily	Weekly	Monthly	Quarterly	Semi	Annual		
	(Each time	(Twice	(Once	(Once per	-Annual	(Once		
	scheduled	per	per	Quarter;		Per Year)		
	to clean;	week;		4 times per	per year)			
	104 times	52 times	12 times	year)				
East track / a such bla a second side of (Tasak	per year)	per year)	per year)					
mmm. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)	<b>1x Day</b> (248 / yr for	<b>2x wkly</b> (104 / yr						
in lobbles to be emptied daily)	trash only)	recycled						
	diaon only)	paper						
		only)						
nnn. Remove carpet runners, clean floor and		2x wkly						
replace runners		(104 / yr)						
ooo. Vacuum carpet and runners		2x wkly						
		(104 / yr)						
ppp. Dust mop/Sweep		2x wkly						
		(104 / yr)						
qqq. Damp mop or machine scrub		2x wkly						
		(104 / yr)						
rrr. Maintain clean glass - includes entrance doors		1x wkly						
		(104 / yr)						
sss.Completely dust all fixtures - includes ledges,		1x wkly						
edges, shelves, exposed pipe, furniture, partitions,		(104 / yr)						
door-frames, etc.								
ttt. Domp wind all non unbelatered furniture, tables 8		Ox weby						
ttt. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)						
counter areas		(1047 yi)						
5. Wall /Partition Cleaning / Washing								
y. Spot cleaning - including light switches			1x mo					
			(12 / yr)					
z. Thorough wall / partition vacuuming and washing,			1x mo					
as renovations require			(12 / yr)					
			、 <i>、</i> , ,					
aa. Clean partition / glass windows			1x mo					
			(12 / yr)					
14. Thoroughly Clean Store Rooms/Janitor Closets			1x mo					
			(12 / yr)					
7. High Use Areas								
Special attention must be given to the areas listed								
below. Both schedules & duties will be conducted as								
indicated. The Facility Manager reserves the right to								
schedule the activities listed in this section. Cleaning								
to include: vacuum carpet, sweep & damp mop hard								
surface floors, remove spots/stains from carpet and								
empty waste receptacles as applicable.								
gg. Conference rooms		2x wkly						
		(104 / yr)						
hh. Clean drawing boards in conference rooms		Na						
ii. Lunch/break rooms, coffee areas, vending		2x wkly	1					
machine areas, concession stands, lounges,		(104 / yr)						
recreation areas, computer rooms & adjacent		, , , , , , , , , , , , , , , , , , ,						
office areas								
jj. Includes cleaning of table and counter tops		2x wkly						
<i>"</i>								
11. Variable Procedures		(104 / yr)						

Services	FREQUENCY							
oo. Empty exterior ashtrays/trash receptacles & clean	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year) 1x wk	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)		
all general areas including entrances, during Winter months of November 1 - April 1.		(52 / yr)						
pp. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>3x wk</b> (156 / yr)						
qq. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]						
rr. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			1x mo (more if needed) [12 / yr]					
ss. Replace waste receptacle liner when soiled or worn			na					

Service	FREQUENCY						
Services	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	12 times	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	<b>Annual</b> (Once Per Year	
PERIODIC SERVICES	N/A	N/A	N/A				
17. General							
oo. Clean air bars and vents						1X/yr	
pp. Dust/clean baseboards						1X/yr	
qq. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr	
rr. Vacuum fabric upholstered furniture						1X/yr	
ss. Additional/Emergency services						As needed or as re- quested	
18. Intensive Floor Care							
mmm. Emergency stain / gum removal from carpet						As needed or as re- quested	
nnn. Spray buff finished hard floors - removing scuff marks included						12X/yr	
ooo. Scrub restroom floors				4X/yr			
ppp. Clean carpet in high traffic areas					3X/yr		
qqq. Clean carpet runners / mats					3X/yr		
rrr. Scrub stairwell floors (not applicable)					na		
sss.Top strip & refinish floors						1X/yr	
ttt. Strip & refinish all hard surface floors						1X/yr	
. Windows							
<ul> <li>q. Clean Windows on Exterior of building (inside and outside)</li> </ul>						1X/yr	
r. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr		

#### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

#### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

#### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

### Department of Military and Veterans Affairs – Battle Creek ANGB – Building 6913

### 3571 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

### A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 963.55 (10,462 sq ft X .0921)
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 17,343.90 (\$963.55 X 18 months)
***************************************	****************

	ulan shirte three	-Fao_6013_SF.xl	1 21 27 1 2 2 1 2 1 2 1 2 1 2 1 2 1 2 1			DE FACILITY BY E					Pe
			110FW	CIVIL ENGIN	EER W.K.	KELLOGG AIRPO		CREEK, MIC	HIGAN	1	
						FACILITY: 6913					
					% Use	Total					
0#0	ATEGORY	DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #	TOTALS	ID#	Description	
8.4		1. A. S. S. S. C. S. S.	15,549	100.0%	1,272	16,821	101	290		Main Entrance's (101, 121, 130, 135, 154, 169)	
2						0.02	102	2,437		Hallway's (122, 136, 148, 153, 164)	
			C	1461.82	1979 B	Ash Sector	102	701		Operations Group Commander	
		In the second	10 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	12170-1212	Service States	$\mathcal{F} \in \mathcal{O} \setminus \mathcal{A} \setminus \mathcal{A}$	107	765		Orderly Room	_
1007				5 S. 2 S	NY OF ALS	1.	107	43		Storage	-
6			2	1.1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1		(1997) X	112	82		Storage	
1.07		APL	S. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1.	2788 A.219 A.C	2.4X6.5 20 12	2012 A. 19 18 18	113	877	1	Pilot Briefing Rooms	_
			0.6-5 (X - 5 (M2)	200 200 200	14 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	a service service and	115	307		Vault	
0			1. S.	1995,7286 X (P)			116	330		Weapons/Intel/Plans	
10	COMMONI	stairs halls	n				117	165		Weapons/Intel/Plans	
	dominion 1						118	165		Weapons/Intel/Plans	
		Totaks	15 549	100.0%			119	295		Weapons/intel/Plans	
					TOTAL	16,821	120	232		Weapons/Intel/Plans	
							121	0		See block 5l	
							122	0		See block 6l	
+		IS/OS Difference	+ 270				122	203		110 OG/CC	
		service store of the felice					123	203		172 FS Commander	
-+		Total FCLT SF	16.821				124	209			
+		TOTALFOLTSF	10,021				125	222	1	Flight Safety Base Operation Center	+
-+							126	194		Base Operation's Information Center	
	Couprad	der Japiteral Centina					127	334			
		der Janitoral Service	Cornet	VCT	PT/CT/QT	Hordwood				Flight Planning Scheduling	
	Room	Square Footage	Carpet	VCI		Hardwood	129	190		Scheduling See block 51	290
	101	290			X		130	187			290
$\rightarrow$	102	2437	~~~~		x		131			Air Operations Supervisor's Office	
-+	103	701	<u>x</u>				132	151		Training	701
	107	765	<u>x</u>				133	196		Air Operations Officer	
	123	203	x				134	250		Commander's Conference Room	203
+	124		x				135	0		See block 5i	
	125	193	x				136	(		See block 6l	193
	126	222	<u>x</u>				137	176		Life Support	
	127	194	X				138	201		Life Support	194
	128		X				139	343		Mechanical Room	
	129	190	<u>X</u>				140	74		Life Support	190
	131		Х				141	201		Life Support	187
	132	151	X				142	324		Life Support	151
	133	196	х				143	285		Life Support	196
	134	250	X				144	19		Closet's	250
	145	145	X				145	145		Flight Briefing Room C	145
	146	141	X				146	14		Flight Briefing Room 8	141
	147	142	X				147	142		Flight Briefing Room A	142
	150	131					148	(		See block 6l	131
	151	384				X	150	13		Briefing Room D	384
	158	325			X		151	384	¥ ·	Break Area	325
	159	238			X		152		1	Not used	238
	160	133			X		153	(		See block 6l	133
	161	107			X		154	0	)	Entrance (West-Central)	107
	162				х		155	184		Life Support Storage	426
	163				х		156	16	7	Life Support Storage	23
	165	1330	х				157	70		Copy Room	1330
	168	415	х				158	32	5	Women's Latrine	415
							159	238		Men' Latrine	(
							160	133	3	Men' Latrine	(
							161	10	7	Men' Latrine	
							162	420	3	Men's Locker Room	(
							163	2		Storgae	
							164	(		See block 6I	
							165	1,33	2	Main Briefing Room	(
							166	30		1 Storage	(
h	Total SF	10,462	5,968		3,979	384	167	17		Audio-Visual Storage Area	
							168	41		Flight Commanders	
	Janitorial	Reported Square Fo	otage		1		169			See block 5i	
	Building Cost	Footprint					170	30		Storage	
- 6	963.55	Mezzanine Rm	0,021				172	3		1 Storage	
		Mezzanine Rm						1	1		
		Mezzanine Rm							1		
+		Total SF						1	1		
	umber -1 C					1		1	1		-
		ks in this Building:	6					+	1		
		lets in this Building:	6			1		1	1		
otal N	umber of Uri	nals in this Building:	5					1			
		owers in this Building:	5								
otal N		ter Fountians in this Building	2		1				1		
		act i cumano in uno pullung				1			+		
	UITIDEL OF ANS		24		1						
otal N	Carpet	UNIT TOTALS:	24		I		otal Usable SF	15,54	9		

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

## PART I: LOCATION SPECIFICATIONS

### PART II: VENDOR'S LOCATION PRICE SHEET

#### X. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## **BUILDING #6914**

CONTRACT INFORMATION									
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009					
AFFROAIMATE START DATE.	12/01/2007	DAIL.		•••••					
PREVIOUS CONTRACT #:	071B1001223								
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA								
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK CONTRACTING AGENCY NAME: AIR NATIONAL GUARD BASE									
BUILDING NAME AND NUMBER:	Base Supply, Building 6914								
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan								
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?	No								
REGION and COUNTY:	Region								
PROCUREME	NT CONTACT	INFORMA	TION						
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	٩M							
			CONTACT						
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah	am	TELEPHONE #:	517-483-5803					
		will	CONTACT						
	grahamk@Mi	chigan.go	FACISIMILE						
PROCUREMENT OFFICE CONTACT E-MAIL:	v		#:	517-483-5881					
			CONTACT TELEPHONE						
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSGT. Phil Gr	oll	#:	269-969-3342					
			CONTACT						
			FACISIMILE						
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	s.army.mii	#:	Na					

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING LOCATION INFORMATION								
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS OF BUILDING OCCUPANTS:	0730 – 1630					
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies					
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0730 – 1630					
TOTAL BUILDING SQ. FT. TO BE CLEANED:	5,981	NUMBER OF STORIES IN BUILDING:	Single story (1 story)					
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	3,657	AREA(S): SEE ATTACHED S	SPREADSHEET					
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(S) TO BE CLEANED:		AREA(S):						
TOTAL SQ. FT. OF HARD FLOOR/VINYL TILE TO BE CLEANED:	1,569	AREA(S):						
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	755	AREA(S):						
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):						
TOTAL SQ. FT. OF <b>TERRAZO</b> TO BE CLEANED:	Na	AREA(S):						
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):						
NUMBER OF RESTROOMS IN BUILDING:	4	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)						
Note: Restrooms to be cleaned one monday per month following Unit Training Assemblies (UTA)		<i>NOTE, INCLUDES</i> : 2 MALE/2 FEMALE 16 UNITS INCLUDES TOILETS, URINALS, SINKS, SHOWERS.						
Is window cleaning to be included on this contract? Note: Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	YES, "ONLY UPON REQUEST OF THE STATE AND MUST BE PRE-APPROVED"							
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard (see specifications for cleaning standards.	LOCKER ROOM, FITNESS ROOM							

What is the RECOMMENDED Level of Insurance Risk for this Contract? [EXAMPLE: LOW, MODERATE OR HIGH] NOTE: DMB-OAS & AGENCY to determine	Moderate
areas. Contractor will not need to perform	e Base Supply building utilized primarily for administrative work in services in the warehouse. Refer to square footages within the in additional one Monday per month following Unit Training

## C. DESCRIPTION OF SERVICE NEEDS

### TASK AND FREQUENCIES

Services	FREQUENCY							
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	<b>`</b>	Annual (Once Per Year		
BASIC SERVICES				N/A	N/A	N/A		
<b>10. Office Cleaning</b> ( <i>Note</i> : The days office cleaning is to occur will be determined by the Facility Manager.)		3x Wkly (156/yr)						
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>3x wkly</b> (156 / yr)						
b. Empty waste receptacles		<b>3x wkly</b> (156 / yr)						
2. Restrooms (If applicable)		, ,						
j. Close restroom		<b>3x wkly</b> (156 / yr)						
k. Empty waste receptacles		<b>3x wkly</b> (156 / yr)						
I. Fill dispensers		<b>2x wkly</b> (104 / yr)						
m. Dust		Na						
n. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)						
o. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)						
p. Clean and disinfect sinks		<b>3x wkly</b> (156 / yr)						
q. Clean glass and mirrors		<b>3x wkly</b> (156 / yr)						
x. Clean and disinfect toilets and urinals		<b>3x wkly</b> (156 / yr)						
<ul> <li>S. Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> </ul>		<b>2x wkly</b> (104 / yr)						
uu. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		<b>3x wkly</b> (156 / yr)						
vv. Vacuum carpet if applicable		<b>3x wkly</b> (156 / yr)						
ww.Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)						
xx. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)						
3. Drinking Fountains								
a. Clean, disinfect and wipe dry		<b>2x wkly</b> (104 / yr)						
4. Lobbies and Corridors		(107/yl)						

Services	FREQUENCY							
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		Annual (Once Per Year)		
uuu. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)		2x wkly						
vvv.Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)						
www. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)						
xxx.Dust mop/Sweep		<b>2x wkly</b> (104 / yr)						
yyy.Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)						
zzz.Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)						
aaaa. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)						
bbbb. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)						
5. Wall /Partition Cleaning / Washing								
bb. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)					
cc. Thorough wall / partition vacuuming and washing, as renovations require			<b>1x mo</b> (12 / yr)					
dd. Clean partition / glass windows			<b>1x mo</b> (12 / yr)					
15. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)					
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.								
kk. Conference rooms		<b>2x wkly</b> (104 / yr)						
II. Clean drawing boards in conference rooms		Na						
mm. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas		<b>2x wkly</b> (104 / yr)						
nn. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)						
11. Variable Procedures								

Services			Frequ	JENCY		
tt. Empty exterior ashtrays/trash receptacles & clean	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year) 1x wk	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	<b>-Annual</b> (2 times	Annual (Once Per Year)
all general areas including entrances, during Winter months of November 1 - April 1. uu. Empty exterior ashtrays / trash receptacles & clean		(52 / yr) <b>3x wk</b>				
all general areas including entrances, during Summer months of April 1 - October 31.		(156 / yr)				
vv. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]				
ww.Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			1x mo (more if needed) [12 / yr]			
xx. Replace waste receptacle liner when soiled or worn			na			

Scower	FREQUENCY								
Services	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year			
Periodic Services	N/A	N/A	N/A						
19. General		1							
tt. Clean air bars and vents						1X/yr			
uu. Dust/clean baseboards						1X/yr			
<ul> <li>vv. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)</li> </ul>						1X/yr			
ww.Vacuum fabric upholstered furniture						1X/yr			
xx. Additional/Emergency services						As needed or as re- quested			
20. Intensive Floor Care									
uuu. Emergency stain / gum removal from carpet						As needed or as re- quested			
vvv.Spray buff finished hard floors - removing scuff marks included						12X/yr			
www. Scrub restroom floors				4X/yr					
xxx.Clean carpet in high traffic areas					3X/yr				
yyy.Clean carpet runners / mats					3X/yr				
zzz.Scrub stairwell floors (not applicable)					na				
aaaa. Top strip & refinish floors						1X/yr			
bbbb. Strip & refinish all hard surface floors						1X/yr			
3. Windows									
<ul> <li>S. Clean Windows on Exterior of building (inside and outside)</li> </ul>						1X/yr			
t. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr				

#### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

#### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

#### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

### Department of Military and Veterans Affairs – Battle Creek ANGB – Building 6914

### 3545 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

### A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 550.85 (5,981 sq ft X .0921)							
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 9,915.30 (\$550.85 X 18 months)							
***************************************	***************************************							

					F FACILITY BY B					Pa
		110FW	CIVIL ENGI	EER W.K.	KELLOGG AIRPOR	RT, BATTLE C	REEK, MIC	HIGAN		
				FACI	LITY: 6914 As of C	6/28/07				
				% Use	Total					
ATEGORY	DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #	TOTALS	ID #	Description	
	and the second states	No. State Street		1998 S. 1988		101	12,520		Warehouse Storage	
		and the second				102	5,452		Mezzanine Storage	
		2042. (F. 7. 7. 7.	1101.00.207	N 6	和這些認識	103	420			
		ia: 1 .	$422 \pm 53$	N. S. Salar	1. A. L. M. B. S. S.	104	279			
	and the second second	50350 S.S.S.S.S.S.S.S.S.S.S.S.S.S.S.S.S.S.S.	an an a Chill	11 3 1 5 1 5		104A	3,479		Warehouse IEU Storage	
	Press Read Barriel Press Party	5 2 K	6-6-5-163		的理论的是认为的问题		110			
		19 24 S	S-140-5-24	1. 1. 1. 1. A.	Constanting and		89			
	200 C	an change an	S		2015年4月15日的日	107				
	C Participant and a second	1	1. S. S. S.	1.	El San Stratega	108				
COMMON)	stairs halls	0							Computer Operations & Operations Support	
						110	294			
	Totals	· · · · · · 0	0.0%			111				
				TOTAL		112				
						113				
						114				
	IS/OS/hittoronea	SF4								
	Contracting the	Contraction of the local sector				116				
	Total ECLT SE	30 191								
		00,791				117			Management & Systems Flight Chief	
Covered	ler lanitoral Service									
		Carect	VCT	PTICTIOT						
				r no na l						530
					-					211
				1	-					294
			~							815
					-				TMO	52
			×							986
										151
					ii					228
		x								
			×			129	237		Men's Locker Room	52
			l				·			165
						nail				
		X								195
122	145							L		145
123	165			X			1			165
124	203	X				10.00				203
125	180	Х								180
126	285	X								285
127	650		X							650
128	208			X			L			208
129	237			X						237
										0
						<u>.</u>				0
							L	1		0
										0
										0
										0
							L			0
										0
										0
										0
										0
									1	0
										0
										C
										0
otal SF	5,981	3,657	1,569	755						
			1							
anitorial	Reported Square Fo	otage			1		1			
		30,191					1			
				1			1			
						779				
		0						1		
		20 101			1		1	1		
								1		
							<u> </u>	+		-1
				-						
umber of Uri	nals in this Building:	2					ļ	1		
				1			1			
							1			
UTIDEL OF WE	UNIT TOTALS:			1			+	1		
	UNIT TOTALS:	10	1	J	-1	oral Usable SI	29,52	7		
Carpet										
	Covered un Room 108 109 110 112 114 116 117 118 119 120 121 122 123 124 125 126 127 128 129 121 125 126 127 128 129 129 129 129 129 129 129 120 121 129 120 121 125 126 127 128 129 129 129 120 129 120 120 121 125 126 127 128 129 129 129 120 129 120 120 121 125 126 127 128 129 129 120 129 120 129 120 120 121 125 126 127 128 129 129 129 129 129 129 129 129 129 129	2         1         1         1         2         2         1         1         1         2         2         1         1         1         2         2         1         1         1         1         2         2         1         1         1         1         2         2         1         1         1         1         1         1         1         2         1	ATEGORY DESCRIPTION         USED SF           Covered under status         2000000000000000000000000000000000000	ATEGORY DESCRIPTION         USED SF         % Use           2         3	FACI         USED SF         % Use         Assigned           ATEGORY DESCRIPTION         USED SF         % Use         Assigned           Assigned         Salars         Salars         Salars         Salars         Salars           Assigned         Salars         Sal	ATEGORY DESCRIPTION         USE D SF         % Use         % Use         Assigned           ATEGORY DESCRIPTION         SED SF         % Use         Assigned         Use           Status         Status	ATEGORY DESCRIPTION         USED SF         % Use Asterned         Total Las         ROOM #           ATEGORY DESCRIPTION         USED SF         % Use Asterned         Total Las         ROOM #           AND CONTRACT STATE AND CONTRACT AND CONTRACT AND CONTRACT STATE AND CONTRACT STA	Control         USED SF         % Upe         Total         PCOM //         OTALS           ATEGORYDESCRIPTION         USED SF         % Upe         Associal         0.00         0.25.02           Second         Second         Second         Second         0.00         0.25.02           Second         Second         Second         Second         0.00         0.00         0.00           Second         Second         Second         Second         Second         0.00	Covered upper data base of the sector of the sect	ATEGOTY DESCRIPTION         USE DIF         Number         Total         NOCM         TOTAS         D.P         Reschen           Status international Strike           Status international Strike         Status international Strike         Status international Strike         Status international Strike           Status international Strike         Status international Strike         Status international Strike         Status international Strike           Status international Strike         Status international Strike         Status international Strike         Status international Strike           Status international Strike         Status international Strike         Status international Strike         Status international Strike           Status international Strike         Status international Strike         Status international Strike         Status international Strike         Status international Strike           Status international Strike         Status international Strike         Status international Strike         Status international Strike         Status international Strike           Status international Strike         Status international Strike         Status international Strike         Status international Strike           Status international Strike         Status internatinternational Str

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

## PART I: LOCATION SPECIFICATIONS

#### PART II: VENDOR'S LOCATION PRICE SHEET

#### XI. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## BUILDING #6915

CONTRACT INFORMATION							
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009			
PREVIOUS CONTRACT #:	071B1001223						
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA						
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE						
BUILDING NAME AND NUMBER:	TRAFFIC CHECK	HOUSE (MAIN	GATE), BUILDING 6	915			
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan						
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?							
REGION and COUNTY:	Region: 13 Cou	unty: Kalama	1Z00				
PROCUREME	NT CONTACT	INFORMA	TION				
PROCUREMENT OFFICE NAME:	KIMBERLY GRAH	AM					
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah	am	CONTACT TELEPHONE #:	517-483-5803			
PROCUREMENT OFFICE CONTACT E-MAIL:	grahamk@Mi v		CONTACT FACISIMILE #:	517-483-5881			
FILOCOLEMENT OFFICE CONTACT E-MAIL.	*			51/-405-5001			
			CONTACT TELEPHONE				
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSgt. Phil Gro	.11	TELEPHONE #:	269-969-3342			
/ TAGET T MANAGEN (FM) NAME.	11050.1111010	11	CONTACT	<u> </u>			
			FACISIMILE				
CCI / FM CONTACT E-MAIL:	phillip.groll@us	s.army.mil	#:	Na			

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING		INFORMATION					
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS OF BUILDING OCCUPANTS:	0800 – 1700				
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies				
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0800 – 1700				
TOTAL BUILDING SQ. FT. TO BE CLEANED:	174	NUMBER OF STORIES IN BUILDING:	Single story (1 story)				
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	na	AREA(S): SEE SPREADSHE	ET – GUARD SHACK				
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):					
TOTAL SQ. FT. OF HARD FLOOR TO BE CLEANED:	174	AREA(S):					
TOTAL SQ. FT. OF <b>VINYL</b> TO BE CLEANED:	174	AREA(S):					
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF <b>TERRAZO</b> TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):					
NUMBER OF RESTROOMS IN BUILDING:	1 UNISEX	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)	· · · · · ·				
NOTE: RESTROOMS TO BE CLEANED ONE MONDAY PER MONTH FOLLOWING UNIT TRAINING ASSEMBLIES (UTA)		<i>NOTE, includes</i> : 1 unisex (*	1 TOILET, 1 SINK)				
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	Yes, "Only up	PON REQUEST OF THE STATE AND	) MUST BE PRE-APPROVED"				

Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard.	NO
What is the RECOMMENDED Level of Insurance Risk for this Contract? [EXAMPLE: LOW, MODERATE OR HIGH] NOTE: DMB-OAS & AGENCY to determine	Moderate
	ouse building which is a small gate/guard building at entry point into estroom. Restrooms shall be cleaned an additional one Monday per

## C. DESCRIPTION OF SERVICE NEEDS

### TASK AND FREQUENCIES

Services	FREQUENCY					
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	<b>`</b>	Annual (Once Per Year)
BASIC SERVICES				N/A	N/A	N/A
<b>11. Office Cleaning</b> ( <i>Note</i> : The days office cleaning is to occur will be determined by the Facility Manager.)		2x Wkly (104/yr)				
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>2x wkly</b> (104 / yr)				
b. Empty waste receptacles		<b>2x wkly</b> (104 / yr)				
2. Restrooms (If applicable)		, ,		_		
k. Close restroom		<b>2x wkly</b> (104 / yr)				
I. Empty waste receptacles		<b>2x wkly</b> (104 / yr)				
m. Fill dispensers		<b>1x wkly</b> (52 / yr)				
n. Dust		<b>1x wkly</b> (52 / yr)				
o. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)				
p. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)				
q. Clean and disinfect sinks		<b>2x wkly</b> (104 / yr)				
r. Clean glass and mirrors		<b>1x wkly</b> (52 / yr)				
xi. Clean and disinfect toilets and urinals		<b>2x wkly</b> (104 / yr)				
<ul> <li>Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> </ul>		<b>2x wkly</b> (104 / yr)				
yy. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		<b>2x wkly</b> (104 / yr)				
zz. Vacuum carpet if applicable		Na				
aaa. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)				
bbb. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)				
3. Drinking Fountains						
a. Clean, disinfect and wipe dry		<b>2x wkly</b> (104 / yr)				
4. Lobbies and Corridors						

Services	FREQUENCY							
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)		
cccc. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)	1x Day (248 / yr for trash only)	2x wkly (104 / yr recycled paper only)						
dddd. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)						
eeee. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)						
ffff. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)						
gggg. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)						
hhhh. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)						
<li>iiii. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.</li>		<b>1x wkly</b> (104 / yr)						
jjjj. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)						
5. Wall /Partition Cleaning / Washing								
ee. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)					
ff. Thorough wall / partition vacuuming and washing, as renovations require			<b>1x mo</b> (12 / yr)					
gg. Clean partition / glass windows			<b>1x mo</b> (12 / yr)					
16. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)					
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.								
oo. Conference rooms		<b>2x wkly</b> (104 / yr)						
pp. Clean drawing boards in conference rooms		Na						
qq. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas		<b>1x wkly</b> (104 / yr)						
rr. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)						

Services	FREQUENCY							
11. Variable Procedures yy. Empty exterior ashtrays/trash receptacles & clean	Daily (Each time scheduled to clean; 104 times per year)	1x wk	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)		
all general areas including entrances, during Winter months of November 1 - April 1.		(52 / yr)						
zz. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>2x wk</b> (104 / yr)						
aaa. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]						
bbb. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]					
ccc.Replace waste receptacle liner when soiled or worn			na					

SERVICES	FREQUENCY							
Services	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	<b>Annual</b> (Once Per Year		
Periodic Services	N/A	N/A	N/A					
21. General								
yy. Clean air bars and vents						1X/yr		
zz. Dust/clean baseboards						1X/yr		
aaa. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr		
bbb. Vacuum fabric upholstered furniture						1X/yr		
ccc.Additional/Emergency services						As needed or as re- quested		
22. Intensive Floor Care								
cccc. Emergency stain / gum removal from carpet						As needed or as re- quested		
dddd. Spray buff finished hard floors - removing scuff marks included						12X/yr		
eeee. Scrub restroom floors				4X/yr				
ffff. Clean carpet in high traffic areas					3X/yr			
gggg. Clean carpet runners / mats					3X/yr			
hhhh. Scrub stairwell floors (not applicable)					na			
iiii. Top strip & refinish floors						1X/yr		
jjjj. Strip & refinish all hard surface floors						1X/yr		
3. Windows								
<ul> <li>Clean Windows on Exterior of building (inside and outside)</li> </ul>						1X/yr		
v. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr			

### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

\*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

## PART II: VENDOR'S LOCATION PRICE SHEET

## Department of Military and Veterans Affairs – Battle Creek ANGB – Building 6915

3545 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

## A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 16.03 (174 sq ft X .0921)						
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 288.54 (\$16.03 X 18 months)						
***************************************							

						F FACILITY BY B					
			110FW	CIVIL ENGI		ELLOGG AIRPOP		HEEK, MIC	HIGAN		
		- · · ·			FACIL	ITY: 6915 As of: 0	6/28/07		· · · · ·		
					% Use	Total					
	CATEGORY/	DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #			Description	
	730839	e and an	227	100.0%	15	242	1	106	1	Main Gate Command Center	
2			4×19×46236-196				2	68		Restroom & Storage	
3.45 B				C. C. C. Martin Tomaria	and the state	a state and	3	53	<u> </u>	Mechanical Room	_
4			a dha sa ann an San An Ann an San Ann an San An	Stational Statio		No. 19 No. 19 No. 19					
5.0		•		. Maria	and a star of the	18.1962F (17.9)					
7			14 A 27 29	e state	(1997) 1997 - 1997 - 1997 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1	CC 2.052032098					
		Water Carlos	11.1.2.2.2.2.2	San State	A	1. S.					
. 9		and the second second			2018-015 2010-015						
io	COMMON)	tairs halls	і — о								
		Totals	227	100.0%					L		
					TOTAL	242					
		IS/OS Difference	0146.070070135555 <b>5</b> 0			an an			-		
		15/US Difference	10						-		
-+		Total FCLT SF	242						1		
		TOTAL FOLT SP	242			<b>-</b>			1		
oom	Covered un	der Janitoral Service							1		
	Room	Square Footage	Carpet	VCT	PT/CT/QT						
	1	106			X						106
	2	68			x						68
									ļ		
									-		C
						<b>[</b>			+		
									-		
									+		
									-		
-										1	(
											(
											(
											(
									1		
					ļ						(
$\rightarrow$									+		
	-										
-+									1	10.17	
-+		**	-		1				1		
					· · · · · ·				1		
	~~~~							†	1		
											(
											(
					L				1		
	l								1		
							2				
			-		-				1		
									+		
-+					+		14		+		
$\dashv$	Total SF	174			174				+		
-	, star of	./*			1/4				1		
	Janitorial	Reported Square Fo	otage		1				1		
	Building Cost	Footprint									
	\$16.03	Mezzanine Rm									
		Mezzanine Rm	0								
		Mezzanine Rm	0								
		Total SF									
otal N	Jumber of Sin	ks in this Building:	1								
		lets in this Building:	t .								
		nals in this Building:	0								
		owers in this Building:	0					[			
		ter Fountians in this Building	0		1						
	vulliber of wa	UNIT TOTALS						1	-		
1						1	al Usable SF	22	7		
 PT =	Carpet										

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

## PART I: LOCATION SPECIFICATIONS

### PART II: VENDOR'S LOCATION PRICE SHEET

### XII. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## **BUILDING** #6916

CONTRACT INFORMATION								
APPROXIMATE START DATE:	11/01/2007	CONTRA DATE:	CT END	05/31/2009				
PREVIOUS CONTRACT #:	071B1001223							
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA							
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE							
BUILDING NAME AND NUMBER:	ECM Pod Shop, Building 6916							
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan							
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?								
REGION and COUNTY:	<b>γ</b> : Region: 13 County: Calhoun							
PROCUREME	NT CONTACT	INFORMA	TION					
PROCUREMENT OFFICE NAME:	KIMBERLY GRAH	AM						
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah	am	CONTACT TELEPHONE #:	517-483-5803				
	grahamk@Mi		CONTACT FACISIMILE					
PROCUREMENT OFFICE CONTACT E-MAIL:	V		#:	517-483-5881				
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSgt. Phil Gro	11	CONTACT TELEPHONE #:	269-969-3342				
			CONTACT FACISIMILE					
CCI / FM CONTACT E-MAIL:	phillip.groll@us	s.army.mil	#:	Na				

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING	LOCATION		
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:			0800 – 1700
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0800 – 1700
TOTAL BUILDING SQ. FT. TO BE CLEANED:	1,612	NUMBER OF STORIES IN BUILDING:	Single story (1 story)
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	563	AREA(S): See Attached Spr	eadsheet
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):	
TOTAL SQ. FT. OF HARD FLOOR TO BE CLEANED:	1,049	AREA(S):	
TOTAL SQ. FT. OF <b>VINYL</b> TO BE CLEANED:	846	AREA(S):	
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	203	AREA(S):	
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):	
TOTAL SQ. FT. OF <b>TERRAZO</b> TO BE CLEANED:	Na	AREA(S):	
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):	
NUMBER OF RESTROOMS IN BUILDING:	2	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)	· · · · · ·
NOTE: RESTROOMS TO BE CLEANED ONE MONDAY PER MONTH FOLLOWING UNIT TRAINING ASSEMBLIES (UTA)		<i>NOTE, includes</i> : 1 male (1) female (2 stools, 1 sink – 7	stool, 1 sink, 1 urinal – 165 sq ft) 1 165 sq ft)
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	Yes, "Only	UPON REQUEST OF THE STATE AND	) MUST BE PRE-APPROVED"

Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard.	NO						
What is the RECOMMENDED Level of Insurance Risk for this Contract? [EXAMPLE: LOW, MODERATE OR HIGH] NOTE: DMB-OAS & AGENCY to determine	Moderate						
ADDITIONAL INFORMATION: This is the Munitions Storage building. Restrooms shall be cleaned an additional one Monday per month following Unit Training Assemblies (UTA).							

## C. DESCRIPTION OF SERVICE NEEDS

## TASK AND FREQUENCIES

Services		FREQUENCY						
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		Annual (Once Per Year		
BASIC SERVICES		<u> </u>	<u> </u>	N/A	N/A	N/A		
<b>12. Office Cleaning</b> ( <i>Note</i> : The days office cleaning is to occur will be determined by the Facility Manager.)		2x Wkly (104/yr)						
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>2x wkly</b> (104 / yr)						
b. Empty waste receptacles		<b>2x wkly</b> (104 / yr)						
2. Restrooms (If applicable)		, ,						
I. Close restroom		<b>2x wkly</b> (104 / yr)						
m. Empty waste receptacles		<b>2x wkly</b> (104 / yr)						
n. Fill dispensers		<b>1x wkly</b> (52 / yr)						
o. Dust		<b>1x wkly</b> (52 / yr)						
p. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)						
q. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)						
r. Clean and disinfect sinks		<b>2x wkly</b> (104 / yr)						
s. Clean glass and mirrors		<b>1x wkly</b> (52 / yr)						
xii. Clean and disinfect toilets and urinals		<b>2x wkly</b> (104 / yr)						
<ul> <li>Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> </ul>		<b>2x wkly</b> (104 / yr)						
ccc.Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		<b>2x wkly</b> (104 / yr)						
ddd. Vacuum carpet if applicable		Na						
eee. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)						
fff. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)						
2 Drinking Fountains								
a. Clean, disinfect and wipe dry		<b>2x wkly</b>						
<ul> <li>3. Drinking Fountains <ul> <li>a. Clean, disinfect and wipe dry</li> </ul> </li> <li>4. Lobbies and Corridors</li> </ul>		<b>2x wkly</b> (104 / yr)						

Services	FREQUENCY							
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)		
kkkk. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)		2x wkly						
IIII. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)						
mmmm. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)						
nnnn. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)						
oooo. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)						
pppp. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)						
qqqq. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)						
rrrr. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)						
5. Wall /Partition Cleaning / Washing								
hh. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)					
<ul> <li>Thorough wall / partition vacuuming and washing, as renovations require</li> </ul>			<b>1x mo</b> (12 / yr)					
jj. Clean partition / glass windows			<b>1x mo</b> (12 / yr)					
17. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)					
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.								
ss. Conference rooms		<b>2x wkly</b> (104 / yr)						
tt. Clean drawing boards in conference rooms		Na						
<ul> <li>uu. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms &amp; adjacent office areas</li> </ul>		<b>1x wkly</b> (104 / yr)						
vv. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)						

Services	FREQUENCY							
11. Variable Procedures	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	12 times	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)		
ddd. Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during Winter months of November 1 - April 1.		<b>1x wk</b> (52 / yr)						
eee. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>2x wk</b> (104 / yr)						
fff. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]						
ggg. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]					
hhh. Replace waste receptacle liner when soiled or worn			na					

SERVICEO	FREQUENCY							
Services	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	<b>Annual</b> (Once Per Year		
PERIODIC SERVICES	N/A	N/A	N/A					
23. General		-						
ddd. Clean air bars and vents						1X/yr		
eee. Dust/clean baseboards						1X/yr		
fff. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr		
ggg. Vacuum fabric upholstered furniture						1X/yr		
hhh. Additional/Emergency services						As needed or as re- quested		
24. Intensive Floor Care								
kkkk. Emergency stain / gum removal from carpet						As needed or as re- quested		
IIII. Spray buff finished hard floors - removing scuff marks included						12X/yr		
mmmm. Scrub restroom floors				4X/yr				
nnnn. Clean carpet in high traffic areas					3X/yr			
oooo. Clean carpet runners / mats					3X/yr			
pppp. Scrub stairwell floors (not applicable)					na			
qqqq. Top strip & refinish floors						1X/yr		
rrrr. Strip & refinish all hard surface floors						1X/yr		
3. Windows								
<ul> <li>Windows on Exterior of building (inside and outside)</li> </ul>						1X/yr		
<ul> <li>Clean Windows on Interior of building (inside and outside) [i.e., receptionist area, etc.]</li> </ul>					3X / yr			

### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

#### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

## PART II: VENDOR'S LOCATION PRICE SHEET

## Department of Military and Veterans Affairs – Battle Creek ANGB – Building 6916

## 3545 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

## A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 148.47 (1,612 sq ft X .0921)				
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 2,672.46 (\$148.47 X 18 months)				
***************************************					

						FACILITY BY RC			ICAN		
~~~~			1101-14	AND LINGING	Sen W.A.Kt		, DATILE CH	NUCK, MICH	ugan		
	1		r			FACILITY: 6916		r			
iD #	CATEGORY	DESCRIPTION	USED SF	% Use	% Use	Total Use	POOM #	TOTALS		Description	
32.0	217713				Assigned	6,300	100	35		Description	
-		State of the second second		100.07	101	0,500	100	2,898		Entryway ECM POD Storage	
3 (C)	1		10.554.14 0	0.22133		2.521 mp. 2010.2	101	1,053		POD Test Room	
							102	245		Corridor	
<b>.</b> .						5 11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	103				
32.7			87.W				104	563 281		Classroom Break Room	
125	2		Constant St.	etro an ent	1993 (Mar. 1993)		105	165			
50			16 S. C. 2003	2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		1. S. C. C. S.	100	110		Corridor Men's Restroom	
22.3			11 ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) (	2-16-17	1.00 C 1.00 C 1.00	1997 - 1998 - 1998 - 1998 - 1998 - 1998 - 1998 - 1998 - 1998 - 1998 - 1998 - 1998 - 1998 - 1998 - 1998 - 1998 -	107	93		Women's Restroom	
1	COMMONY	stairs halls	670 300 P	14000 NORAS (90)	1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1	er-series and and and	103	15		Janitrial Closet	
			and the second of the				110				
		Totak	5703	100 084	1		110	120	1	Office Mechanical Room	
				00.070	TOTAL	6.300		120	· · · ·	Wechanica: Room	
	1				Design and the	Sector 20,000					
	1										
		S/QS Difference	507								
		AND AN OWNER OF CALLED									
		Total FCLT SF	6,300				1.74				ł
		Total TOET SI	0,500								
	-						*				
loom	S Covered un	der Janitoral Service	<u> </u>								
	Room	Square Footage	Carpet	VCT	PT/CT/QT						
	100	35	Joarper	X	r no nu l				-		05
	100	245		X							35
	103		x	<u>^</u>			-		-		245
	104		^	x							563
	105			x			· · · · · · · · · · · · · · · · · · ·				281
	107	110			~						165
	107	93			x						110
	108			х	- ^		6				93
		120		^			· ·				120
											0
											0
							· ·				0
											0
											0
~ ~ ~						-					0
											0
											0
											0
											0
											0
											0
											0
											0
			ļ								0
											0
							-				0
											0
									-		0
	$\vdash$										0
		···· · · · · · · · · · · · · · · · · ·	I								0
											0
								ļ			0
											0
											0
				· · · · · ·							0
											0
	Tatal OF										
_	Total SF	1,612	563	846	203						
	lonitori-l	Benedicit Occurrent									
	Janitorial Ruilding Cost	Reported Square For									
	Building Cost	Footprint		~							
	\$148.47	Mezzanine Rm	0								
		Mezzanine Rm	0								
		Mezzanine Rm	0								
		Total SF	6,300								
otal N	lumber of Sinl	ks in this Building:	2	-							
tal N	lumber of Toil	ets in this Building:	2								
		als in this Building:	1								
		wers in this Building:	2								
											I
nal N	autioer of wat	ter Fountians in this Building	0								
	Carnot	UNIT TOTALS:	7		,						
. =	Carpet Vinyl Compos	1	······		r	10	Usable SF	5,703			
						2018					

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

## PART I: LOCATION SPECIFICATIONS

### PART II: VENDOR'S LOCATION PRICE SHEET

#### XIII. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## BUILDING #6917

CONTRACT INFORMATION							
APPROXIMATE START DATE:	12/1/2007	CONTRA DATE:	CT END	05/31/2009			
PREVIOUS CONTRACT #:	071B1001223						
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA						
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE						
BUILDING NAME AND NUMBER:	FUEL CELL/CORR		ROL, BUILDING 6917	,			
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan						
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?							
REGION and COUNTY:	Region: 13 Cou	inty: Calhou	n				
PROCUREME	NT CONTACT	INFORMA	TION				
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	АM					
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah	am	CONTACT TELEPHONE #:	517-483-5803			
	grahamk@Mi		CONTACT FACISIMILE #:	517-483-5881			
PROCUREMENT OFFICE CONTACT E-MAIL:	V			51/-405-3001			
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:							
/ I AGILIT I MANAGER (FW) NAME.		1	CONTACT				
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	s.army.mil	FACISIMILE #:	Na			

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING LOCATION INFORMATION						
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS OF BUILDING OCCUPANTS:	0800 – 1700			
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies			
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0800 – 1700			
TOTAL BUILDING SQ. FT. TO BE CLEANED:	1,612	NUMBER OF STORIES IN BUILDING:	Single story (1 story)			
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	563	AREA(S): SEE ATTACHED S	SPREADSHEET			
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):				
TOTAL SQ. FT. OF HARD FLOOR TO BE CLEANED:	1,049	AREA(S):				
TOTAL SQ. FT. OF <b>VINYL</b> TO BE CLEANED:	846	AREA(S):				
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	203	AREA(S):				
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):				
TOTAL SQ. FT. OF TERRAZO TO BE CLEANED:	Na	AREA(S):				
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):				
NUMBER OF RESTROOMS IN BUILDING:	2	NUMBER OF TOTAL UNITS FOR BUILDING RESTROOM(S):7 (SEE NOTE BELOW)				
Note: Restrooms to be cleaned one monday per month following Unit Training Assemblies (UTA)		<i>NOTE, INCLUDES</i> : 1 MALE & 1 FEMALE - 7 UNITS (INCLUDES TOILETS, URINALS, SINKS, AND SHOWERS)				
Is window cleaning to be included on this contract? Note: Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	YES, "ONLY UPON REQUEST OF THE STATE AND MUST BE PRE-APPROVED"					

Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard.	NO				
What is the RECOMMENDED Level of Insurance Risk for this Contract? [EXAMPLE: LOW, MODERATE OR HIGH] NOTE: DMB-OAS & AGENCY to determine	Moderate				
<b>ADDITIONAL INFORMATION:</b> This is the fuels and corrosion hangars building which includes administrative offices, break areas and rest rooms located between two hangars. Restrooms are to be cleaned on Monday immediately following Unit Training Assemblies (UTA).					

## C. DESCRIPTION OF SERVICE NEEDS

## TASK AND FREQUENCIES

Services	FREQUENCY					
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per vear)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		Annual (Once Per Year
BASIC SERVICES	[ ] ] ] ] ] ] ] ] [ ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] [ ] [ ] ] [ ] [ ] ] [ ] [ ] [ ] ] [ ] [ ] [ ] [ ] ] [ ] [ ] ] [ ] [ ] [ ] [ ] ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] ] [ ]	<u> </u>	<u> </u>	N/A	N/A	N/A
<b>13. Office Cleaning</b> ( <i>Note</i> : The days office cleaning is to occur will be determined by the Facility Manager.)		2x Wkly (104/yr)				
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>2x wkly</b> (104 / yr)				
b. Empty waste receptacles		<b>2x wkly</b> (104 / yr)				
2. Restrooms (If applicable)		, ,				
m. Close restroom		<b>2x wkly</b> (104 / yr)				
n. Empty waste receptacles		<b>2x wkly</b> (104 / yr)				
o. Fill dispensers		<b>1x wkly</b> (52 / yr)				
p. Dust		<b>1x wkly</b> (52 / yr)				
q. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)				
r. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)				
s. Clean and disinfect sinks		<b>2x wkly</b> (104 / yr)				
t. Clean glass and mirrors		<b>1x wkly</b> (52 / yr)				
xiii. Clean and disinfect toilets and urinals		<b>2x wkly</b> (104 / yr)				
<ul> <li>Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> </ul>		<b>2x wkly</b> (104 / yr)				
ggg. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		<b>2x wkly</b> (104 / yr)				
hhh. Vacuum carpet if applicable		Na				
iii. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)				
jjj. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)				
3. Drinking Fountains						
a. Clean, disinfect and wipe dry		<b>2x wkly</b> (104 / yr)				
4. Lobbies and Corridors		(10+7 yi)				

Services			FREQU	JENCY	
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	<b>Annual</b> (Once Per Year)
ssss. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)	1x Day (248 / yr for trash only)	2x wkly (104 / yr recycled paper only)			
tttt. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)			
uuuu. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)			
vvvv. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)			
wwww. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)			
xxxx. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)			
yyyy. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)			
zzzz. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)			
5. Wall /Partition Cleaning / Washing					
kk. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)		
<ul> <li>II. Thorough wall / partition vacuuming and washing, as renovations require</li> </ul>			<b>1x mo</b> (12 / yr)		
mm. Clean partition / glass windows			<b>1x mo</b> (12 / yr)		
18. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)		
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.					
ww. Conference rooms		<b>2x wkly</b> (104 / yr)			
xx. Clean drawing boards in conference rooms		Na			
yy. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas		<b>1x wkly</b> (104 / yr)			
zz. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)			

Services	FREQUENCY							
11. Variable Procedures	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)		
<ul> <li>iii. Empty exterior ashtrays/trash receptacles &amp; clean all general areas including entrances, during Winter months of November 1 - April 1.</li> </ul>		<b>1x wk</b> (52 / yr)						
jjj. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>2x wk</b> (104 / yr)						
kkk.Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]						
III. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			1x mo (more if needed) [12 / yr]					
mmm. Replace waste receptacle liner when soiled or worn			na					

250,4050	FREQUENCY							
Services	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	<b>Annual</b> (Once Per Year		
PERIODIC SERVICES	N/A	N/A	N/A					
25. General								
iii. Clean air bars and vents						1X/yr		
jjj. Dust/clean baseboards						1X/yr		
kkk.Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr		
III. Vacuum fabric upholstered furniture						1X/yr		
mmm. Additional/Emergency services						As needed or as re- quested		
26. Intensive Floor Care								
ssss. Emergency stain / gum removal from carpet						As needed or as re- quested		
tttt. Spray buff finished hard floors - removing scuff marks included						12X/yr		
uuuu. Scrub restroom floors				4X/yr				
vvvv. Clean carpet in high traffic areas					3X/yr			
wwww. Clean carpet runners / mats					3X/yr			
xxxx. Scrub stairwell floors (not applicable)					na			
yyyy. Top strip & refinish floors						1X/yr		
zzzz. Strip & refinish all hard surface floors						1X/yr		
. Windows								
y. Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr		
z. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr			

### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

#### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

## PART II: VENDOR'S LOCATION PRICE SHEET

## Department of Military and Veterans Affairs – Battle Creek ANGB – Building 6917

## 3545 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

## A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 128,57 (1,396 sq ft X .0921)				
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 2,314.26 (\$128.57 X 18 months)				
***************************************					

00	e Dusion	<u>Fac_6017_SF.x</u>		SPACE U	ILIZATION C	EFACILITY BY B	OOM/SE, CA	FEGORY		n an an ann an an an than an thataichte antair ann an Annaich	
						KELLOGG AIRPOR			HIGAN		
						LITY: 6917 As of 0					
					% Use	Total					
D#		DESCRIPTION	USED SF	% Use	Assigned	Use				Description	_
24	211179	N. TO STORE	9,049	59.3%	1,083		1	7,064	1	Hangar (Fuel System)	
2	211159	ACFTCORCON	6,220	40.7%	744		2	164		Corridor	
3	<u> </u>	e e ser de la companya de la company		$\mathcal{L}(\mathcal{T}^{n}) = \{0, \dots, n\}$		Lay 123 . 15	3	22		Vestibule	
- 4			Coloradorea States Antenna	Section in the		and the second	4	225		Classroom/Breakroom	
5							5	420		Mechanical Room	
			and Collection States			West Constant and Constant	6 7	195 441		Aircraft Power Room Bladder Room	
8		A State of the second			07 (Seleta)		8	173		Wash Room	
. 9		of the state of the state of the	C	8. M. S. J. S.	19. C. 19.	14-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-	9	250		Aircraft Fuel System Office	
fo	COMMON)	stairs halls	1,463	A DECISION OF A DECISION OF			10	130		Women's Restroom & Locker Room	
							11	30		Shower Room	
		Totais	15,269	100.0%			12	158	10	Men's Restroom & Locker Room	
					TOTAL	17,096	13	298		Corrosion Control Office	
							14	740	1	Tank Maintenance Room	
							15	381	1	Tool Room (Fuel Systems)	
		IS/OS Difference	364				16	119		Vestibule	
						<b>0</b>	17	4,952		Hangar (Corrosion Control)	1
		Total FCLT SF	17,096				18	490		Sand Blast Room	
							19 20	480		Paint Booth Room	
0.00	s Covered	der Janitoral Service					20	0		North Entrance Walkway (Open)	<u> </u>
	Room	Square Footage	Carpet	VCT	PT/CT/QT					South Entrance Walkway (Open)	-+
	2	164	Cuiper	X	1. 1.01/01						164
	3	22			x		84				22
	4			X							225
	9	250		X							250
	10	130			x						130
	11				x						30
	12				X						158
	13			X							298
	16	119			X						119
											0
-									-		0
-					1	-					
									-		
										· · · · ·	0
-											0
											0
											0
							<b>6</b>				0
											0
											0
~											0
					L						0
_											0
-											0
						<b>/</b>	2.5				
						<b> </b>					<u> </u>
-								· · · ·			
									1.1		- 1
									· · · ·		0
											0
									L		0
	•										
	Total SF	1,396		937	459						
_					I				1		
	Janitorial	Reported Square For									
	Building Cost	Footprint							-		
	\$128.57	Mezzanine Rm	0	· · · ·					-		
		Mezzanine Rm	0								
		Mezzanine Rm Total SF	17,096								
1 Note	lumber of Cit							<u> </u>			
		ks in this Building:	2						-		
		lets in this Building:	2								
		nals in this Building:	1						-		
		owers in this Building:	1						1		
otal Ņ	lumber of Wa	ter Fountians in this Building	0			<b> </b>					
		UNIT TOTALS:	6		L	L			1		
ρт -	Carpet	sition Tile ain/Ceramic/Quarry Tile Floor				. R	Usable SF	16,732	l		

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

## PART I: LOCATION SPECIFICATIONS

### PART II: VENDOR'S LOCATION PRICE SHEET

#### **XIV.** LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## **BUILDING #6922**

CONTRACT INFORMATION										
		CONTRA	CT END							
APPROXIMATE START DATE:	12/01/2007	DATE:		05/31/2009						
PREVIOUS CONTRACT #:	071B1001223									
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA									
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE									
BUILDING NAME AND NUMBER:	Shop Jet Engine, Building 6922									
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 50 Scorpion Street, Battle Creek, Michigan									
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?										
REGION and COUNTY:	Region - Calhoun County									
PROCUREME	NT CONTACT	INFORMA	TION							
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	M								
			CONTACT TELEPHONE							
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Graha	am	#:	517-483-5803						
			CONTACT							
	grahamk@Mie	chigan.go	FACISIMILE	517-483-5881						
PROCUREMENT OFFICE CONTACT E-MAIL:	V		#:	51/-405-5001						
			CONTACT TELEPHONE							
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSGT. Phil Gr	oll	#:	269-969-3342						
			CONTACT							
			FACISIMILE							
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	.army.mil	#:	Na						

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING LOCATION INFORMATION									
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS oF BUILDING OCCUPANTS:	0730 – 1630						
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies						
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0730 – 1630						
TOTAL BUILDING SQ. FT. TO BE CLEANED:	2,411	NUMBER OF STORIES IN BUILDING:	Single story (1 story)						
TOTAL SQ. FT. OF CARPET TO BE CLEANED:		AREA(S):							
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):							
TOTAL SQ. FT. OF HARD FLOOR/VINYL TILE TO BE CLEANED:	1,640	AREA(S): SEE ATTACHED SPREADSHEET							
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	771	AREA(S):							
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):							
TOTAL SQ. FT. OF <b>TERRAZO</b> TO BE CLEANED:	Na	AREA(S):							
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):							
NUMBER OF RESTROOMS IN BUILDING:	2	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)							
NOTE: RESTROOMS TO BE CLEANED ONE MONDAY PER MONTH FOLLOWING UNIT TRAINING ASSEMBLIES (UTA)		<i>NOTE, includes</i> : 1 Male/1 Female 12 units includes 3 toilets 2 urinals, 3 sinks, 4 showers.							
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	Yes, "Only up	DN REQUEST OF THE STATE AND	MUST BE PRE-APPROVED"						
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard (see specifications for cleaning standards.	Locker Room, Fitness Room								

Moderate

**ADDITIONAL INFORMATION:** This is the engine shop and NDI lab building. This building includes small administrative offices in the engine shop area and the NDI lab areas, a break room/classroom and rest rooms. Restrooms are to be cleaned Monday immediately following Unit Training Assemblies (UTA).

## C. DESCRIPTION OF SERVICE NEEDS

## TASK AND FREQUENCIES

FREQUENCY								
Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	(Once per month; 12 times	(Once per Quarter;		<b>Annual</b> (Once Per Year)			
	<u> </u>	<u> </u>	N/A	N/A	N/A			
	3x Wkly (156/yr)							
	<b>3x wkly</b> (156 / yr)							
	<b>3x wkly</b>							
	(1007 31)							
	3x wkly							
	3x wkly							
	2x wkly							
	(104 / yr)							
	Na							
	<b>1x wkly</b> (52 / yr)							
	2x wkly							
	3x wkly							
	3x wkly							
	3x wkly							
	<b>2x wkly</b> (104 / yr)							
	<b>3x wkly</b> (156 / yr)							
	<b>3x wkly</b> (156 / yr)							
	<b>2x wkly</b> (104 / yr)							
	<b>2x wkly</b> (104 / yr)							
	<b>2x wkly</b> (104 / yr)							
	(Each time scheduled to clean;	(Each time scheduled to clean; 104 times per year)       (Twice per week; 52 times per year)         3x Wkly (156/yr)         3x wkly (156 / yr)         3x wkly (104 / yr)         1x wkly (52 / yr)         2x wkly (104 / yr)         3x wkly (156 / yr)         3x wkly (104 / yr)         2x wkly (104 / yr)         2x wkly (104 / yr)         3x wkly (104 / yr)	Daily (Each time scheduled to clean; 104 times per year)         Weekly (Twice per week; 52 times per year)         Monthly (Once per month; 12 times per year)           3x Wkly (156/yr)         3x Wkly (156/yr)         12 times per year)           3x wkly (156/yr)         3x wkly (156/yr)           3x wkly (156/yr)         3x wkly (156/yr)           3x wkly (156/yr)         3x wkly (166/yr)           3x wkly (104/yr)         3x wkly (104/yr)           3x wkly (104/yr)         3x wkly (104/yr)           3x wkly (156/yr)         3x wkly (104/yr)           3x wkly (104/yr)         3x wkly (156/yr)           3x wkly (156/yr)         3x wkly (156/yr)           3x wkly (156/yr)         3x wkly (104/yr)           3x wkly (104/yr)         3x wkly (104/yr)           3x wkly (104/yr)         3x wkly (104/yr)	Daily (Each time scheduled to clean; per year)Weekly (Twice per week; 52 times per year)Monthly (Once per Quarter; 4 times per year)104 times per year)3x Wkly (156/yr)N/A3x wkly (156 / yr)3x wkly (156 / yr)N/A3x wkly (156 / yr)3x wkly (156 / yr)Image: second	Daily (Each time scheduled to clean; 104 times per year)Weeky (Twice per week; 52 times per year)Monthly (Once per month; 12 times per year)Quarterly (Once per guarter; 4 times per year)Semi (2 times per year)3xWkly (156/yr)N/AN/A3xwkly (156 / yr)Image: state s			

Services	FREQUENCY								
	Daily (Each time scheduled	Weekly (Twice per	Monthly (Once per	(Once per Quarter;		Annual (Once Per Year)			
	to clean; 104 times per year)	week; 52 times per year)	12 times per year)	4 times per year)	per year)				
aaaaa. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)	1x Day (248 / yr for trash only)	2x wkly (104 / yr recycled paper only)							
bbbbb. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)							
ccccc. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)							
ddddd. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)							
eeeee. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)							
fffff. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)							
ggggg. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)							
hhhhh. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)							
5. Wall /Partition Cleaning / Washing									
nn. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)						
oo. Thorough wall / partition vacuuming and washing, as renovations require			<b>1x mo</b> (12 / yr)						
pp. Clean partition / glass windows			<b>1x mo</b> (12 / yr)						
19. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)						
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.									
aaa. Conference rooms		<b>2x wkly</b> (104 / yr)							
bbb. Clean drawing boards in conference rooms		Na							
ccc.Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas		<b>2x wkly</b> (104 / yr)							
ddd. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)							

Services	FREQUENCY								
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	12 times	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)			
nnn. Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during Winter months of November 1 - April 1.		<b>1x wk</b> (52 / yr)							
ooo. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>3x wk</b> (156 / yr)							
ppp. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]							
qqq. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]						
rrr. Replace waste receptacle liner when soiled or worn			na						

Scowoco	FREQUENCY								
Services	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year			
PERIODIC SERVICES	N1/A	N1/A							
27. General	N/A	N/A	N/A						
nnn. Clean air bars and vents						1X/yr			
						.,,,,			
ooo. Dust/clean baseboards						1X/yr			
ppp. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr			
qqq. Vacuum fabric upholstered furniture						1X/yr			
rrr. Additional/Emergency services						As needed or as re- quested			
28. Intensive Floor Care									
aaaaa. Emergency stain / gum removal from carpet						As needed or as re- quested			
bbbbb. Spray buff finished hard floors - removing scuff marks included						12X/yr			
ccccc. Scrub restroom floors				4X/yr					
ddddd. Clean carpet in high traffic areas					3X/yr				
eeeee. Clean carpet runners / mats					3X/yr				
fffff. Scrub stairwell floors (not applicable)					na				
ggggg. Top strip & refinish floors						1X/yr			
hhhhh. Strip & refinish all hard surface floors						1X/yr			
3. Windows									
aa. Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr			
bb. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr				

## NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

\*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

## PART II: VENDOR'S LOCATION PRICE SHEET

# Department of Military and Veterans Affairs – Battle Creek ANGB – Building 6922

## 50 SCORPION STREET, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

## A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 222.05 (2,411 sq ft X .0921)							
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 3,996.90 (\$222.05 X 18 months)							
***************************************								

		Fac_6022_SF.x				E FACILITY BY R			<u></u>		P:
			110FW	CIVIL ENGI	NEER W.K.I	KELLOGG AIRPOR		REEK, MIC	HIGAN	l	
						FACILITY: 6922					
I											
					% Use	Total					
D#		DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #	TOTALS	1D#	Description	
1	211157		8,523	77.8%			t	280		Propulsion Supervisor	
2	211153	SHP NON-DESTRINSP	2,426	22.2%	862	3,288	2	386		Engine Management	
3		Wester Wester 2 1	6 5 A. P.	540 1 MANS	1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1	Contraction of the	3	555		Engine Tracking	
			S. S. S. S. S.		Sector Sector	0772-0020-04	4	323		Tool Room	
×5		1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1		MAR S		1. S. C. C. M. M.	5	106		Bearing Inspection	
. 6			Section of	• · · · · · · · · ·	Te: 21	Contraction of	6	539		Men's Restroom	
7					S	Alexandra and	7	232		Women's Restroom	
1-''8			10 C 10 St		64 Y 172	Gran Contraction Ale	8	6,873		Engine Bay	
. 9				Sec. Sec.		11 2 2 A 12	9	123	10	Mechanical Room	
10	COMMON)	itairs halls	2.566				10	0		Same area as 8 & 11	
							11	0		Same area as 8 & 10	
		Totals	10,949	100.0%			12	626		Breakroom/Class Room	1.2
						14:838	13	52		Communications Closet	
							14	1,315	2	NDI	
							15	217	2	NDI Supervisor	
		IS/OS Difference	1.323				16	151		NDI Soap Lab	
-							17	188		NDI Dark Room	
-		Total FCLT SF	14,838				18	202		NDI X-Ray	
		1041102101	,000		1		18A	48		NDI X-Ray Entrance	
+					1		19	131		NDI Storage	
oom	Covered up	der Janitoral Service					20	158		NDI Equipment Room	
	Room	Square Footage	Carpet	VCT	PT/CT/QT		20	423		Mechanical Room	-
-ť	1	280	Carper	X	1 hongi		22	423		Janitor Closet	280
	2	386		x			23	180		Vestibule	386
$\rightarrow$	6	539		· ^	x		23	348			539
-	7	232			x	· · · · · · ·	25	16		Corridor Soap Lab Storage	232
	12	626		x	<u>^</u>	· · · · · · · · · · · · · · · · · · ·	25	10		Soap Lab Storage	626
-		348	• • • • • • • • • • • • • • • • • • • •								
	24	540		<u> </u>		-					348
-											0
									<u> </u>		
-											
-+											0
					-						0
											0
											0
$\rightarrow$						<b> </b>			<u> </u>		0
-+				ŀ					I		0
									-		0
									<u> </u>		0
							s.	<u> </u>	<u> </u>		
									-		
_											0
$\rightarrow$									-	· · · · · · · · · · · · · · · · · · ·	0
											0
											0
$\rightarrow$											0
					+		à.		-		0
								L			0
											0
							di la constante da c				0
									L		0
											0
					L						0
											0
											0
											0
þ	Total SF	2,411		1,640	771						
	lanitorial	Reported Square For									
	Building Cost	Footprint									
	5222.05	Mezzanine Rm	0								
		Mezzanine Rm	0								
		Mezzanine Rm	0								
		Total SF	14,838								
otal N	umber of Sin	ks in this Building:	3								
		ets in this Building:	3								~
					-						
		als in this Building:	2		·						
		wers in this Building:	. 4		ļ						
otal N	umber of Wa	ter Fountians in this Building	0								
Ť	1	UNIT TOTALS:	12								
	Carnet						a Usable SF	13,515			
PT = I					1			-,-,-			
PT = I	Vinyl Compo	sition Tile				1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1					

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

## PART I: LOCATION SPECIFICATIONS

## PART III: VENDOR'S LOCATION PRICE SHEET

#### **XV.** LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## **BUILDING #6923**

CONTRACT INFORMATION										
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2007						
PREVIOUS CONTRACT #:										
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA									
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE									
BUILDING NAME AND NUMBER:	Avionics/Weapons Release, Building 6923									
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan									
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?										
REGION and COUNTY:	- <b>Y:</b> Region - Calhoun County									
PROCUREME	NT CONTACT	INFORMA	TION							
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	AM								
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah	am	CONTACT TELEPHONE #:	517-483-5803						
	grahamk@Mi		CONTACT FACISIMILE #:	517-483-5881						
PROCUREMENT OFFICE CONTACT E-MAIL:	V		#. CONTACT	51/-405-5001						
			TELEPHONE							
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSGT. Phil Gr	oll	#:	269-969=3342						
			CONTACT							
			FACISIMILE							
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	<u>s.army.mil</u>	#:	Na						

### B. BUILDING SPECIFICATION INFORMATION

BUILDING LOCATION INFORMATION							
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS oF BUILDING OCCUPANTS:	0730 – 1630				
NUMBER OF EMPLOYEES:		APPROXIMATE	Varies				
		DAILY VISITORS:					
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	CLEANING SERVICE:	0730 – 1630				
TOTAL BUILDING SQ. FT. TO BE CLEANED:	6,756	NUMBER OF STORIES IN BUILDING:	Single story (1 story)				
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	2,229	AREA(S): SEE ATTACHED S	SPREADSHEET				
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(S) TO BE CLEANED:		AREA(S):					
TOTAL SQ. FT. OF HARD FLOOR/VINYL TILE TO BE CLEANED:	3,016	AREA(S):					
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	1,511	AREA(S):					
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF <b>TERRAZO</b> TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):					
NUMBER OF RESTROOMS IN BUILDING:	4	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)					
Note: Restrooms to be cleaned one monday per month following Unit Training Assemblies (UTA)		<i>NOTE, INCLUDES</i> : 2 MALE/2 FEMALE (1 MALE/1 FEMALE LOCKER ROOOM)- 26 UNITS INCLUDES 8 TOILETS, 4 URINALS, 9 SINKS, 3 SHOWERS.					
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	YES, "ONLY UP	ON REQUEST OF THE STATE AND	MUST BE PRE-APPROVED"				
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard (see specifications for cleaning standards.	LOCKER ROOM, FITNESS ROOM						

What is the RECOMMENDED Level of
Insurance Risk for this Contract?
[EXAMPLE: LOW, MODERATE OR HIGH]
NOTE: DMB-OAS & AGENCY to determine

Moderate

**ADDITIONAL INFORMATION:** This is the avionics and weapons systems building which includes administrative work areas, break/classrooms, and restrooms. The avionics area includes secure area with coordinated access required for service to the hallway. No services are required in the Avionics shops. Restrooms are to be cleaned one Monday per month following Unit Training Assemblies (UTA).

# C. DESCRIPTION OF SERVICE NEEDS

# TASK AND FREQUENCIES

FREQUENCY					
Daily (Each time scheduled to clean; 104 times	Weekly (Twice per week; 52 times	Monthly (Once per month; 12 times	(Once per Quarter;	Semi -Annual (2 times per year)	Annual (Once Per Year
per year)	per year)	per year)	N/A	N/A	N/A
	3x Wkly (156/yr)				
	(156 / yr)				
	<b>3x wkly</b> (156 / yr)				
	<b>3x wkly</b> (156 / yr)				
	<b>3x wkly</b> (156 / yr)				
	2x wkly				
	Na				
	<b>1x wkly</b> (52 / yr)				
	2x wkly				
	3x wkly				
	3x wkly				
	3x wkly				
	<b>2x wkly</b> (104 / yr)				
	<b>3x wkly</b> (156 / yr)				
	<b>3x wkly</b> (156 / yr)				
	<b>2x wkly</b> (104 / yr)				
	<b>2x wkly</b> (104 / yr)				
	<b>2x wkly</b> (104 / yr)				
	(Each time scheduled to clean;	(Each time scheduled to clean; 104 times per year)       (Twice per week; 52 times per year)         3x Wkly (156/yr)         3x wkly (156 / yr)         3x wkly (104 / yr)         1x wkly (52 / yr)         2x wkly (104 / yr)         3x wkly (156 / yr)         3x wkly (104 / yr)         2x wkly (104 / yr)         2x wkly (104 / yr)         2x wkly (104 / yr)	Daily (Each time scheduled to clean; 104 times per year)         Weekly (Twice per week; 52 times per year)         Monthly (Once per month; 12 times per year)           34 Wkly (156/yr)         3x Wkly (156/yr)         12 times per year)           3x wkly (156/yr)         3x wkly (156/yr)           3x wkly (156/yr)         3x wkly (156/yr)           3x wkly (156/yr)         3x wkly (156/yr)           3x wkly (156/yr)         3x wkly (104/yr)           3x wkly (104/yr)         3x wkly (104/yr)           3x wkly (104/yr)         3x wkly (104/yr)           3x wkly (104/yr)         3x wkly (156/yr)           3x wkly (104/yr)         3x wkly (156/yr)           3x wkly (104/yr)         3x wkly (104/yr)           3x wkly (104/yr)         3x wkly (104/yr)           3x wkly (104/yr)         3x wkly (104/yr)           3x wkly (104/yr)         3x wkly (104/yr)           3x wkly (104/yr)         3x wkly (104/yr)	(Each time scheduled to clean; 104 times per year)       (Twice per week; 52 times per year)       (Once per Quarter; 4 times per year)         104 times per year)       per year)       N/A         3x Wkly (156/yr)       3x wkly (156 / yr)       N/A         3x wkly (156 / yr)       3x wkly (156 / yr)       Image: second sec	Daily (Each time scheduled to clean; 104 times per year)Weekty (Twice per week; 52 times per year)Monthly (Once per per year)Semi (Annual (2 times per year)3xweky per year)N/AN/A3xWkly (156 / yr)Image: second sec

Services	FREQUENCY						
	Daily (Each time scheduled to clean; 104 times	Weekly (Twice per week; 52 times	12 times	Quarterly (Once per Quarter; 4 times per year)	(2 times	Annual (Once Per Year)	
iiiii. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)	per year) <b>1x Day</b> (248 / yr for trash only)	per year) 2x wkly (104 / yr recycled paper only)	per year)				
jjjjj. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)					
kkkkk. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)					
IIIII. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)					
mmmmm.Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)					
nnnnn. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)					
ooooo. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)					
ppppp. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)					
5. Wall /Partition Cleaning / Washing							
qq. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)				
rr. Thorough wall / partition vacuuming and washing, as renovations require			<b>1x mo</b> (12 / yr)				
ss. Clean partition / glass windows			<b>1x mo</b> (12 / yr)				
20. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)				
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.							
eee. Conference rooms		<b>2x wkly</b> (104 / yr)					
fff. Clean drawing boards in conference rooms		Na					
ggg. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas		<b>2x wkly</b> (104 / yr)					
hhh. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)					

Services	FREQUENCY						
11. Variable Procedures	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)	
sss.Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during Winter months of November 1 - April 1.		<b>1x wk</b> (52 / yr)					
ttt. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>3x wk</b> (156 / yr)					
uuu. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]					
vvv.Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]				
www. Replace waste receptacle liner when soiled or worn			na				

Services	FREQUENCY						
SERVICES	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)	
Periodic Services	N/A	N/A	N/A				
29. General		•					
sss.Clean air bars and vents						1X/yr	
ttt. Dust/clean baseboards						1X/yr	
uuu. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr	
vvv.Vacuum fabric upholstered furniture						1X/yr	
www. Additional/Emergency services						As needed or as re- quested	
30. Intensive Floor Care							
iiiii. Emergency stain / gum removal from carpet						As needed or as re- quested	
jjjjj. Spray buff finished hard floors - removing scuff marks included						12X/yr	
kkkkk. Scrub restroom floors				4X/yr			
IIIII. Clean carpet in high traffic areas					3X/yr		
mmmmm.Clean carpet runners / mats					3X/yr		
nnnnn. Scrub stairwell floors (not applicable)					na		
ooooo. Top strip & refinish floors						1X/yr	
ppppp. Strip & refinish all hard surface floors						1X/yr	
3. Windows							
cc. Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr	
dd. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr		

### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

\*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

## PART II: VENDOR'S LOCATION PRICE SHEET

## Department of Military and Veterans Affairs – Battle Creek ANGB – Building 6923

## 3545 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

## A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 622.23 (6,756 sq ft X .0921)						
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 11,200.14 (\$622.23 X 18 months)						
***************************************							

		<u>Fac_6023_SF.x</u>	and the second second			E FACILITY BY BC				<u></u>	Pí
			11057	CIVIL ENGIN	EER W.K.	ELLOGG AIRPOR FACILITY: 6923	T, BATTLE C	HEEK, MIC	HIGAN		· · · · ·
					· · · ·	PACIENT: 0923					
					% Use	Total					
)#	CATEGORY	DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #	TOTALS	ID# C	Description	
额	215552		10,012	54.3%		12;059	1A	105		vionics OIC	
2	217712	SHP, AVIONICS	8,410	45.7%		10,130	1B	105		wionics Branch Chief	
3							10	80		wionics	
4				an san isan sa		er z P Neselan nez. Selen El Zange Alta	2	259	2/4	vionics Administration vonics Classroom/Breakroom	
6				an a			3 5	750 439		Mechanical Room	
-7						1999 - 1999 -	5A	439		Communication's Closet	
8		NO 2015 THE REAL PROPERTY.	(4) (SP)	S. 18 192		201.77.18 M.	6	63		lectrical Room	
. 9			1. S. A. S. A. A.	C. C. S.			7	944		wionics Photo Sensor Shop	
i lo	COMMON)	stairs halls	2,091				7A	92		wionics Office	
							8	801		vionics Pave Penny/Mission Control Systems Shop	
_		Contraction of Contracts	18,422	100.0%	ALL IN MALE AND A MARK		8A	93		wionies Office	<u> </u>
					TOTAL	22,189	8B	107		wionics Secure Storage	
_							9	801		vionics Aircraft Communication/Navagational Aides	Shops
		SOS Difference	14 C70				9A	93 107		wonics Office wionics Secure Storage Room	
		A CONTRACTOR OF CALLER OF CALLER	- Second Coro				9B 10	445		wonics Secure Storage Hoom	-
		Total FCLT SF	22,189				10A	168		wionics Tool Room	
			44,100				11	826		wionics Auto Test Station Shop (IATS)	
							11A	95	24	vionics Office	
om	Covered un	der Janitoral Service					12	909	24	wionics Electronics Counter Measure Shop	
]	Room	Square Footage	Carpet	VCT	PT/CT/QT		12A	95	24	wionics Secure Storage Room	
	1A	105	X				12B	107	24	vionics Office	105
	1B	105	X				13	405		Aen's Restroom	105
	1C	80	X				13A	676		fen's Locker Room	80
_	2	259	X				14	236	10	Vomen's Restroom	259
-	3	750 405	<u> </u>	X	x		14A	194	10	Vomen's Locker Room	750
	13A	676			x		15 16	78 88		anitor's Closet /estibule East Entrance	405 676
	14	236			x		16A	98		/estibule North Entrance	236
	14A	194			x		16B	98		/estibule West Entrance	194
	16	88		х			17	463		wionics Corridor	88
	16A	98	х				18	716	24	wioncs Corridor	98
	16B	98	X				19	842		Veapons Release Open Offices	98
	17	463		X		·	19A	143		Veapons Release	463
	19	842	X				19B	143		Veapons Release	842
	19A	143	X				20	1,105	i 10	Classroom/Breakroom	143
	19B	143	X				21	251		Veapons Release Munitions Services	143
-	20	1105		X			21A	105		Veapons Release Office	1105
	21	251	X				22	4,034		Veapons Release Mer/Ter Storage	251
-	21A 28	105 460	<u> </u>	x		241	24 24A	802 87		Veapons Release Shop Veapons Release Office	105
	28A	150		x			24A	953		Veapons Release Gun Service Shop	460
							25A	89		VeaponsOffice	0
							26	750		Veapons Release Too;s/Parts Room	0
							28	460		Corridor (weapons Release)	0
							28A	150	10	Corridor (Weapons Release)	0
										5.47.8 March 10.47.8 March 10.47	0
_											0
_											0
-										- 11 - 18 vil	0
											0
-											+ ^
											1
									├		1
											Ť
1	Total SF	6,756	2,229	3,016	1,511						
	Janitorial	Reported Square For									
	Building Cost	Footprint	22,189								
1	622.23	Mezzanine Rm	0								
		Mezzanine Rm	· 0								
-		Mezzanine Rm Total SF	0 22,189						┝		
	umber of C										+
		ks in this Building:	9						⊢ –		+
		lets in this Building:					<b>.</b>				
		nals in this Building:	4								
		wers in this Building:	3						∔		
tal N	umber of Wa	ter Fountians in this Building	2						+		
1	Cornet	UNIT TOTALS:	26					00 5/-	<u> </u>		+
	Carpet					1301	a Usable SF	20,513			+
1	Vinyl Compo	sition Life							$\vdash$		-
/C1/	ut = Porcela	in/Ceramic/Quarry Tile Floor	inq				9				1

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

### PART I: LOCATION SPECIFICATIONS

### PART II: VENDOR'S LOCATION PRICE SHEET

### **XVI.** LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

# BUILDING #6925

CONTRACT INFORMATION							
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009			
PREVIOUS CONTRACT #:	071B1001223						
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA						
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE						
BUILDING NAME AND NUMBER:	BASE GYM, BUILDING 6925						
BUILDING ADDRESS:	Battle Creek ANGB, 3545 Mustang Street, Battle Creek, Michigan						
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?							
REGION and COUNTY:	Region: 13 Cou	nty: Calhou	n				
PROCUREME	NT CONTACT	INFORMA	TION				
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	M					
			CONTACT TELEPHONE				
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah	am	#: CONTACT	517-483-5803			
	grahamk@Mi	chigan.go	FACISIMILE				
PROCUREMENT OFFICE CONTACT E-MAIL:	V	88-	#:	517-483-5881			
CONTRACT COMPLIANCE INSPECTOR (CCI)	MS at Dkil Cra		CONTACT TELEPHONE	260 060 2242			
/ FACILITY MANAGER (FM) NAME:	MSgt. Phil Gro	11	#: CONTACT	269-969-3342			
			FACISIMILE				
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	army.mil	#:	Na			

### B. BUILDING SPECIFICATION INFORMATION

BUILDING	BUILDING LOCATION INFORMATION						
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	7 days per week	OFFICIAL WORKING HOURS OF BUILDING OCCUPANTS:	0730 to 1630				
NUMBER OF EMPLOYEES:	Na	APPROXIMATE DAILY VISITORS:	Na				
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0730 to 1630				
TOTAL BUILDING SQ. FT. TO BE CLEANED:	521	NUMBER OF STORIES IN BUILDING:	Single story				
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	280	AREA(S): SEE ATTACHED S	SPREADSHEET				
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(S) TO BE CLEANED:		AREA(S):					
TOTAL SQ. FT. OF <b>VINYL</b> TO BE CLEANED:	241	AREA(S):					
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF TERRAZO TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):					
NUMBER OF RESTROOMS IN BUILDING:	NA	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)	NA				
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	ONLY UPON RE	QUEST OF THE STATE					
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard.	NO						

ADDITIONAL INFORMATION: This building is the base gym building.

# C. DESCRIPTION OF SERVICE NEEDS

# TASK AND FREQUENCIES

Services	FREQUENCY					
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per vear)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		Annual (Once Per Year
BASIC SERVICES				N/A	N/A	N/A
16. Office Cleaning (Note: The days office cleaning is to occur will be determined by the Facility Manager.)		2x Wkly (104/yr)				
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>2x wkly</b> (104 / yr)				
b. Empty waste receptacles		<b>2x wkly</b> (104 / yr)				
2. Restrooms (If applicable)		(**** )*)				
p. Close restroom		Na				
q. Empty waste receptacles		Na				
r. Fill dispensers		Na				
s. Dust		Na				
t. Clean and disinfect waste receptacles		Na				
u. Thoroughly sweep with broom before Mopping		Na				
v. Clean and disinfect sinks		Na				
w. Clean glass and mirrors		Na				
xvi. Clean and disinfect toilets and urinals		Na				
<ul> <li>Y. Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> </ul>		Na				
sss.Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		Na				
ttt. Vacuum carpet if applicable		Na				
uuu. Maintain floor drain(s)/traps free of odors		Na				
vvv.Service restrooms as requested by Facility Manager		Na				
3 Drinking Fountains						
<ul> <li><b>3. Drinking Fountains</b> <ul> <li>a. Clean, disinfect and wipe dry</li> </ul> </li> </ul>		<b>2x wkly</b> (104 / yr)				
4. Lobbies and Corridors		(104/yi)				

Each time scheduled to clean in lobbies to be emptied daily)(Choc brokes scheduled week; in lobbies to be emptied daily)(Choc brokes veek; in lobbies to brokes in lobbies to brokes in lobbies to be emptied brokes in lobbies to broke to	Services	FREQUENCY					
in lobbies to be emptied daily)       (248 / yr for trash only)         rrrrr.       Remove carpet runners, clean floor and replace runners         sssss.       Vacuum carpet and runners         (104 / yr)       (104 / yr)         sssss.       Vacuum carpet and runners         (104 / yr)       (104 / yr)         uuuuu.       Damp mop or machine scrub       2x wkly         (104 / yr)       (104 / yr)         uuuuu.       Damp mop or machine scrub       2x wkly         (104 / yr)       (104 / yr)         wwww.       Completely dust all fixtures - includes         logs, edges, schekes, exposed pipe, furniture, partitions, door-frames, etc.       1x wkly         xxxxxx       Damp wipe all non-upholstered furniture, tables & counter areas       2x wkly         wwwww.       Cleaning - including light switches       Na         u.       Thorough wall / partition vacuuming and washing, as renovations require       Na         www.       Clean partition / glass windows       Na         1.       Thorough wall / partition vacuuming and washing, as inclustes & duties will be conducted as indicated. The Facily Manager reserves the right to schedule the activities listed in this section. Cleaning to include: wacum carpet, sweep & damp mop hard to schedule & duties will be conducted as indicated. The Facily Manager reserves the right to schedule the activities listed in this section. Cl		(Each time scheduled to clean; 104 times	(Twice per week; 52 times	(Once per month; 12 times	(Once per Quarter; 4 times per	-Annual (2 times	Annual (Once Per Year
rrrrr.       Remove carpet runners, clean floor and replace runners       2x wkly (104 / yr)       Image: clean floor and replace runners       Image: clean floor and replace runners       2x wkly (104 / yr)       Image: clean floor and runners       Image: clean floor and runners <td< td=""><td></td><td><b>1x Day</b> (248 / yr for</td><td>Na</td><td></td><td></td><td></td><td></td></td<>		<b>1x Day</b> (248 / yr for	Na				
(104 / yr)       (104 / yr)         ttttt. Dust mop/Sweep       2x wky         uuuuu. Damp mop or machine scrub       (104 / yr)         vvvvv. Maintain clean glass - includes entrance       1x wky         doors       (104 / yr)         wwwww. Completely dust all fixtures - includes       1x wky         ledges, edges, shelves, exposed pipe, furniture,       1x wky         partitions, door-frames, etc.       1x wky         xxxxx. Damp wipe all non-upholstered furniture,       2x wkly         tables & counter areas       1         wall /Partition Cleaning / Washing       Na         u. Thorough wall / partition vacuuming and washing,       Na         u. Thorough wall / partition vacuuming and washing,       Na         u. Thorough wall / partition vacuuming and washing,       Na         v. Clean partition / glass windows       Na         1. Thoroughly Clean Store Rooms/Janitor Closets       1x mo         fligh Use Areas       Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities isted in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waster receptacies as applicable.         iii. Conference rooms       Na         jj. Clean drawing boards in conference rooms <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>							
ttttt. Dust mop/Sweep       2x wkly (104 / yr)         uuuuu. Damp mop or machine scrub       2x wkly (104 / yr)         vvvvv. Maintain clean glass - includes entrance doors       1x wkly (104 / yr)         wwwww. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.       1x wkly (104 / yr)         xxxxx. Damp wipe all non-upholstered furniture, tables & counter areas       2x wkly (104 / yr)         it. Spot cleaning / Washing       Na         uu. Thorough wall / partition vacuuming and washing, as renovations require       Na         vv. Clean partition / glass windows       Na         tt. Thoroughly Clean Store Rooms/Janitor Closets       1x mo (12 / yr)         t. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as inclucated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.       Na         iii. Conference rooms       Na       1         iij. Clean drawing boards in conference rooms and concession stadus, lounges, recreation areas, computer rooms & adjacent office areas       2x wkly (104 / yr)	sssss. Vacuum carpet and runners						
uuuuu.       Damp mop or machine scrub       Zx wkły         vvvvv.       Maintain clean glass - includes entrance doors       1x wkły         vvvvv.       Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.       1x wkły         xxxxx.       Damp wipe all non-upholstered furniture, tables & counter areas       2x wkły         Mult /Partition Cleaning / Washing       Image: shelves, exposed pipe, furniture, tables & counter areas       Na         Mult /Partition Cleaning / Washing       Na       Image: shelves, exposed pipe, furniture, tables & counter areas       Na         www.vk.       Clean partition / glass winches       Na       Image: shelves, exposed pipe, furniture, tables & counter areas       Na         w.       Thorough wall / partition vacuuming and washing, as renovations require       Na       Image: shelves, exposed pipe, furniture, tables & counter areas       Na         vv. Clean partition / glass windows       Na       Image: shelves, exposed pipe, furniture, tables & counter areas       Image: shelves, exposed pipe, furniture, function / glass windows       Na         the flag Use Areas       Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/statins from carpet and empty waste receptacles as applic	ttttt. Dust mop/Sweep		2x wkly				
vvvv.       Maintain clean glass - includes entrance doors       1x wkly (104 / yr)         wwwww.       Completely dust all fixtures - includes ledges, shelves, exposed pipe, furniture, partitions, door-frames, etc.       1x wkly (104 / yr)         xxxx.       Dam wipe all non-upholstered furniture, tables & counter areas       2x wkly (104 / yr)         .       Wall /Partition Cleaning / Washing       Na         tt.       Spot cleaning - including light switches       Na         uu.       Thorough wall / partition vacuuming and washing, as renovations require       Na         vv. Clean partition / glass windows       Na         1. Thoroughly Clean Store Rooms/Janitor Closets       1x mo (12 / yr)         . High Use Areas       Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spot/statins from carpet and empty waste receptacles as applicable.       Na         ii.       Conference rooms       Na       Image: State accounter areas, concession stads, lounges, recreation areas, concession stads, lounges, recreation areas, concession stads, lounges, recreation areas, concestion stads, lounges, recreation areas, computer rooms & adjacent office areas       2x wkly (104	uuuuu. Damp mop or machine scrub		2x wkly				
ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.       (104 / yr)         xxxxx. Damp wipe all non-upholstered furniture, tables & counter areas <b>2x wkly</b> (104 / yr) <b>Wall /Partition Cleaning / Washing Na</b> it. Spot cleaning - including light switches       Na         uu. Thorough wall / partition vacuuming and washing, as renovations require       Na         vv. Clean partition / glass windows       Na <b>11. Thoroughly Clean Store Rooms/Janitor Closets 1x mo</b> (12 / yr) <b>7. High Use Areas</b> Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.       Na         iii. Conference rooms       Na <b>2x wkly</b> (104 / yr)         iii. Conference rooms       Na <b>2x wkly</b> (104 / yr)         iiii. Conference rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, concession stands, lounges, re			1x wkly				
tables & counter areas       (104 / yr)         . Wall /Partition Cleaning / Washing       i         tt. Spot cleaning - including light switches       Na         uu. Thorough wall / partition vacuuming and washing, as renovations require       Na         vv. Clean partition / glass windows       Na         1. Thoroughly Clean Store Rooms/Janitor Closets       1x mo (12 / yr)         1. Thoroughly Clean Store Rooms/Janitor Closets       1x mo (12 / yr)         . High Use Areas       Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.       Na         iii. Conference rooms       Na       Image: State of the areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas       Zx wkly (104 / yr)	ledges, edges, shelves, exposed pipe, furniture,						
tt.Spot cleaning - including light switchesNaImage: Spot spot spot spot spot spot spot spot s							
tt.Spot cleaning - including light switchesNaImage: Spot spot spot spot spot spot spot spot s	. Wall /Partition Cleaning / Washing						
as renovations require       Na         vv. Clean partition / glass windows       Na)         1. Thoroughly Clean Store Rooms/Janitor Closets       1x mo (12 / yr)         . High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.       Na         iii. Conference rooms       Na         jjj. Clean drawing boards in conference rooms       Na         kkk.Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas       2x wkly (104 / yr)				Na			
1. Thoroughly Clean Store Rooms/Janitor Closets       1x mo (12 / yr)         1. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.       Na         iii. Conference rooms       Na         jjj. Clean drawing boards in conference rooms       Na         kkk.Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas       2x wkly (104 / yr)				Na			
Image: Construct of the set of the	vv. Clean partition / glass windows			Na)			
High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.NaImage: Conference roomsImage: Confer	1. Thoroughly Clean Store Rooms/Janitor Closets						
jjj.       Clean drawing boards in conference rooms       Na       Na         kkk.Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas       2x wkly (104 / yr)       Image: Computer rooms & adjacent office areas	Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and						
kkk.Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas       2x wkly (104 / yr)	iii. Conference rooms		Na				
machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas	jjj. Clean drawing boards in conference rooms		Na				
III Includes cleaning of table and counter taps	machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent						
(104 / yr)	III. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)				

Services	FREQUENCY					
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)
xxx.Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during Winter months of November 1 - April 1.		<b>1x wk</b> (52 / yr)				
yyy.Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>2x wk</b> (104 / yr)				
zzz.Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]				
aaaa. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]			
bbbb. Replace waste receptacle liner when soiled or worn			na			

Scalutoro	FREQUENCY								
Services	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	<b>Annual</b> (Once Per Year			
Periodic Services	N/A	N/A	N/A						
31. General		•							
xxx.Clean air bars and vents						1X/yr			
yyy.Dust/clean baseboards						1X/yr			
zzz.Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr			
aaaa. Vacuum fabric upholstered furniture						1X/yr			
bbbb. Additional/Emergency services						As needed or as re- quested			
32. Intensive Floor Care									
qqqqq. Emergency stain / gum removal from carpet						As needed or as re- quested			
rrrrr. Spray buff finished hard floors - removing scuff marks included						12X/yr			
sssss. Scrub restroom floors				4X/yr					
ttttt. Clean carpet in high traffic areas					3X/yr				
uuuuu. Clean carpet runners / mats					3X/yr				
vvvvv. Scrub stairwell floors (not applicable)					na				
wwwww. Top strip & refinish floors						1X/yr			
xxxxx. Strip & refinish all hard surface floors						1X/yr			
. Windows									
ee. Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr			
ff. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr				

### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

#### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

## PART II: VENDOR'S LOCATION PRICE SHEET

## Department of Military and Veterans Affairs – Battle Creek ANGB – Building 6923

## 3545 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

## A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 47.98 (521 sq ft X .0921)
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 863.64 (\$47.98 X 18 months)
***************************************	*****

		and the second s				E FACILITY BY B			HIGAN	anten en e	
			THUR W	GIVIL ENGIN	CEN W. A. P	FACILITY: 6925		HEEK, MIG	TIGAN		
			T		<u> </u>	FACILIT T: 0925	. #				
					% Use	Total					
D#	CATEGORY	DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #	TOTALS	1D #	Description	
的近	171875	Contraction Contraction	1,600	75.4%	210	1,810	3	1,600		Munition Load Crew Training	
2	171445	RES FORCES OPE TNG	521	24:6%		590	2	241		Family Programs Storage/Packaging Area	
98.2		State and the second	Solver .		S. 18 8		1	280		Family Programs Office	
10		1	218-26-27-5-Q-15-25-25-	1. S. C. C. C. M. M.				200		ranniy Programs Chice	
N 6					0.001/00/12 0						
610										·····	
- 6			86	S. 1. 1. 19 (54)	17202.5 A.A.						
7			Sec. Robert		1. S.		and a				
2.8			的现在分子	1000	West Star						
9			Sec. Ast		C. The State	a constant and					
ŤĐ	COMMON	stairs halls	0		1						
		1									
		in the fotals		100 00		· · · · · ·					
		ENGINE COM AND DESCRIPTION	A REPORT OF A REPORT OF A REPORT OF A	100.07		MARCH MARKED					
-					<b>ENGLISHED FAL</b>	2,400					_
											_
		IS/OS Difference	279								
					1						
		Total FCLT SF	2,400								
											1
-					+						+
	0		-								
		der Janitoral Service	-								
	Room	Square Footage	Carpet	VCT	PT/CT/QT						
	1	280	x								280
	2	241		Х							241
		1									0
											0
			-								~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
											0
_											0
											0
											0
											0
- 1											0
			-								
			*****					-		· · · · · · · · · · · · · · · · · · ·	0
-											0
_							2.7				0
_											0
											0
											0
											0
											0
-											
					-						
											0
									<u> </u>		0
		·····									0
											0
											0
_											1 0
											1 ^
								-			1
- 1											
										100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100	0
-											0
											0
											0
											0
T											
	Total SF	521	280	241							
-†				- 11							1
+	Innitorial	Booortad Cause- F-	otago								
-t	Janitorial	Reported Square For									
	Building Cost	Footprint									
1	47.98	Mezzanine Rm									
		Mezzanine Rm									
		Mezzanine Rm	0								
		Total SF		10							1
101.1	umber -1 O'								· · ·		
		ks in this Building:	0								
tal N	umber of Toil	lets in this Building:	0								
		nals in this Building:	0								
		owers in this Building:	0								-
tal N	umber of Wat	ter Fountians in this Building	0								
	·	UNIT TOTALS:	0								
·T = ۲	Carpet					Í.	a Usable SF	2,121			
		aitian Tile									
ст 🚽	Vinyl Compos										

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

# PART I: LOCATION SPECIFICATIONS

### PART II: VENDOR'S LOCATION PRICE SHEET

#### **XVII.** LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

# **BUILDING #6930**

CONTRACT INFORMATION							
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009			
PREVIOUS CONTRACT #:	071B1001223						
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA						
CONTRACTING AGENCY NAME:	DEPARTMENT OF N AIR NATIONAL GU		VETERANS AFFAIR	RS, BATTLE CREEK			
BUILDING NAME AND NUMBER:	Medical/Dining/G	ym, Building	6930				
BUILDING ADDRESS:	Battle Creek Air N Battle Creek, Mic		rd Base, 3545 Mu	stang Avenue,			
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?	No						
REGION and COUNTY:	Region - Calhou	n County					
PROCUREME		INFORMA	TION				
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	М					
	Kimhada Craha		CONTACT TELEPHONE	517 492 5902			
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Graha		#: CONTACT	517-483-5803			
PROCUREMENT OFFICE CONTACT E-MAIL:	grahamk@Mic v	chigan.go	FACISIMILE #:	517-483-5881			
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSGT. Phil Gro	oll	CONTACT TELEPHONE #:	269-969-3342			
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	.army.mil	CONTACT FACISIMILE #:	Na			

### B. BUILDING SPECIFICATION INFORMATION

BUILDING	LOCATION I	NFORMATION					
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS OF BUILDING OCCUPANTS:	0730 – 1630				
NUMBER OF EMPLOYEES:		APPROXIMATE	Varies				
		DAILY VISITORS:					
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0730 – 1630				
TOTAL BUILDING SQ. FT. TO BE CLEANED:	7,654	NUMBER OF STORIES IN BUILDING:	Single story (1 story)				
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	2,470	AREA(S): SEE ATTACHED S	SPREADSHEET				
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):					
TOTAL SQ. FT. OF HARD FLOOR/VINYL TILE TO BE CLEANED:	1,759	AREA(S):					
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	2,440	AREA(S):					
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF <b>TERRAZO</b> TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	985	AREA(S):					
NUMBER OF RESTROOMS IN BUILDING:	5	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)					
Note: Restrooms to be cleaned one monday per month following Unit Training Assemblies (UTA)		<i>NOTE, INCLUDES</i> : 1 MALE/1 FEMALE (1 MALE/1 FEMALE RESTROOM/LOCKER ROOM) - 22 UNITS INCLUDES 7 TOILETS, 3 URINALS, 8 SINKS, 4 SHOWERS.					
Is window cleaning to be included on this contract?							
Note: Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	YES, "ONLY UPON REQUEST OF THE STATE AND MUST BE PRE-APPROVED"						
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard (see specifications for cleaning standards.	LOCKER ROOM, FITNESS ROOM						

Moderate

**ADDITIONAL INFORMATION:** Clinic/Dining Hall/Physical Fitness area. Large building with many functions. Portions of the clinic and dining hall will require only one day per month daily cleaning service. No work required in the kitchen areas. Restrooms require one Monday per month following Unit Training Assemblies (UTA).

# C. DESCRIPTION OF SERVICE NEEDS

# TASK AND FREQUENCIES

Services		JENCY	Y			
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		Annual (Once Per Year)
BASIC SERVICES	poryoury	por youry	poryoury	N/A	N/A	N/A
<b>17. Office Cleaning</b> ( <i>Note</i> : The days office cleaning is to occur will be determined by the Facility Manager.)		3x Wkly (156/yr)				
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>3x wkly</b> (156 / yr)				
b. Empty waste receptacles		<b>3x wkly</b> (156 / yr)				
2. Restrooms (If applicable)		, <b>,</b> ,				
q. Close restroom		<b>3x wkly</b> (156 / yr)				
r. Empty waste receptacles		<b>3x wkly</b> (156 / yr)				
s. Fill dispensers		<b>2x wkly</b> (104 / yr)				
t. Dust		Na				
u. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)				
v. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)				
w. Clean and disinfect sinks		<b>3x wkly</b> (156 / yr)				
x. Clean glass and mirrors		<b>3x wkly</b> (156 / yr)				
xvii. Clean and disinfect toilets and urinals		<b>3x wkly</b> (156 / yr)				
<ul> <li>Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.</li> </ul>		<b>2x wkly</b> (104 / yr)				
www. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		<b>3x wkly</b> (156 / yr)				
xxx.Vacuum carpet if applicable		<b>3x wkly</b> (156 / yr)				
yyy.Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)				
zzz.Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)				
2 Drinking Fountains						
<ul> <li><b>3. Drinking Fountains</b> <ul> <li>a. Clean, disinfect and wipe dry</li> </ul> </li> </ul>		<b>2x wkly</b> (104 / yr)				
4. Lobbies and Corridors		(10+/yi)				

Services	FREQUENCY							
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)		
yyyyy. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)		2x wkly						
zzzzz. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)						
aaaaaa. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)						
bbbbbb. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)						
cccccc. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)						
ddddd. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)						
eeeeee. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)						
ffffff. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)						
5. Wall /Partition Cleaning / Washing								
ww.Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)					
<ul> <li>xx. Thorough wall / partition vacuuming and washing, as renovations require</li> </ul>			<b>1x mo</b> (12 / yr)					
yy. Clean partition / glass windows			<b>1x mo</b> (12 / yr)					
22. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)			·		
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.								
mmm. Conference rooms		<b>2x wkly</b> (104 / yr)						
nnn. Clean drawing boards in conference rooms		Na						
ooo. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas		<b>2x wkly</b> (104 / yr)						
ppp. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)						

Services	FREQUENCY					
11. Variable Procedures	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	12 times	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)
cccc. Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during Winter months of November 1 - April 1.		<b>1x wk</b> (52 / yr)				
dddd. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>3x wk</b> (156 / yr)				
eeee. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]				
ffff. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]			
gggg. Replace waste receptacle liner when soiled or worn			na			

Services	FREQUENCY								
SERVICES	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	<b>Annual</b> (Once Per Year			
PERIODIC SERVICES	N/A	N/A	N/A						
33. General									
cccc. Clean air bars and vents						1X/yr			
dddd. Dust/clean baseboards						1X/yr			
eeee. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr			
ffff. Vacuum fabric upholstered furniture						1X/yr			
gggg. Additional/Emergency services						As needed or as re- quested			
34. Intensive Floor Care									
yyyyy. Emergency stain / gum removal from carpet						As needed or as re- quested			
zzzzz. Spray buff finished hard floors - removing scuff marks included						12X/yr			
aaaaaa. Scrub restroom floors				4X/yr					
bbbbbb. Clean carpet in high traffic areas					3X/yr				
cccccc. Clean carpet runners / mats					3X/yr				
dddddd. Scrub stairwell floors (not applicable)					na				
eeeeee. Top strip & refinish floors						1X/yr			
ffffff. Strip & refinish all hard surface floors						1X/yr			
. Windows									
gg. Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr			
hh. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr				

## NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

\*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

## PART II: VENDOR'S LOCATION PRICE SHEET

## Department of Military and Veterans Affairs – Battle Creek ANGB – Building 6930

## 3545 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

# A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 704.93 (7,654 sq ft X .0921)
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 12,688.74 (\$704.93 X 18 months)
***************************************	***************************************

			110FW		NEER W.K.	OF FACILITY BY B	RT, BATTLE O		HIGA	۹	
<u></u>					FACI	LITY: 6930 As of: 0	6/19/07				
					% Use	Total					
D #		DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #	TOTALS		Description	
<u>edat</u>	171450	e	6,921	41:4%	2,208	9,129	100	86		Vestibule West Entrance	
2		DH; AMN(DET)		49:3%	2,629	10,869	101	404		Women's Restroom/Locker Room	
10.3		GYMNASIUM	985	5.9%	314		102	985		Physical Fitness/Gym	
- 4		RES FORCES OPL TNG	70	. 0.4%	£. 3		103	394	10	Men's Restroom/Locker Room	
5	171443			3.0%	160	660	104	86		Vestibule North-West Entrance	
6					a to in the		104A/B	982		East/West Waiting Room (Maximum Occupency 66)	
7						44 C 1 C 1	105	63		Vital Signs	
6					11. 11. 11. 11. 11.		106	415		Patient Administration	
		stairs halls	3,705		9 - 10 - 10 - 10 - 10 - 10 - 10 - 10 - 1	COLUMN ST	106A	97		Records Storage	
15.10	COMMENT)	Statis natis	S				108	91		Senior Health Tech	
-		TOPIC	16,7.16	TOD OF		Level Level	109 110	744	10	Lobby/Heritage Hall Aerospace Medicine MSC Officer	
-		and the second se	and a second second second	CARLENA LICE, CARL	1000 CT 77 TAX	.22,050	111	245		Office	
					and a second second second	CONSIGNATION CRISCOPO	112	243		Commander Medical Group	
							113	80		Training Medical Group	
		IS/OS Difference	8-1 620		h		113	176		Physical Exam Section	
							. 115	87		First Sargeant Medical Group	
-		Total FCLT SF	22,050				116	195		Break Room	-+
					-		117	340		Corridor West-Central	
							118	411		Medical Group (7 of 8 Work Stations)	
oom	s Covered ur	der Janitoral Service					118A	70		Environmental Management Office (1 of 7 Work Stations)	
	Room	Square Footage	Carpet	VCT	PT/CT/QT	Rubber Tile	119	172		Medical Storage	
	100	86			X		120	86		Chief Nursing Services	86
	101	404			X		121	227		Optometry Exam	404
	102	985				X	122	387	1	Nursing Services Office (8 Work Stations)	985
	103	394			X		122A	275		Nursing Services Office (Skills Lab)	394
	104	86			X		123	47		Vestibule North-Central Entrance	86
	104A/B	982	X				124	173	10	Corridor North	982
	106	415	X				125	578	1	Dental Office	415
	108	91	X				126	76	1	Dark Room (X-Ray Development)	91
	109	744			x		126A/B	93	1	Offices (Two each - Hallway by Dental Office)	744
	116	195		<u>X</u>			127	328	1	Medicai Lab	195
	117	340		Х			128	286		Radiology	340
	118	411	Х				129	79		Rest Room (Uni-sex) Medical Group	411
	118A	70	X				130	159		Audio Booth	70
	123	47			X		131	415	10	Corridor East (North/South)	47
	124	173		X			132	135		Bio Medical Equipment Storage	173
	131	415		x			133	81		Exam Room #3	415
_	141	39			x	(fin	134	500		Ambulance Shelter (510-264) (Open Space charge 1/2)	39
	142	176		х			136	83		Exam Room #6	176
-	143	40			X		137	99		Exam Room #2	40
-	147	58 501	x		X		138	102		Exam Room #4	58
			X				139	97		Exam Room #1	501
	152	542 460		x	X		140	102		Exam Room #5	542
	100	400		~			141	39		Men's Restroom	460
						5-40	142	176 40		Corridor	
				~						Women's Restroom	
						<b>B</b>	144 145	365 43		Immunizations/First Aid	
		tricks and me			-		145	43		Janitor Closet Commander's Office (Services) (Includes 154B Closet ir	
-							146	58		Rest Room (Uni-sex) Services	
-							147	501		Services Offices	
1							148	36		Janitor Closet	
							143	164		Storage	
							151	129		Dry Food Storage	ŏ
							152	542		Corridor's: 152; 155 & 168	
							153	90		Supply Storage	ő
							154	1,259		154 Kitchen/171 Pots & Pans/163 Refrigerator/162 Freezer	
1	fotal SF	7,654	2,470	1,759	2,440	985	156	1,354		156 Food Services/172 Clipper/173A Closet	
							158	103		Mechinal/Electrical	
	lanitorial	Reported Square Foo					158A/B	3,952		Dining Rooms (East & West)	
	Building Cost	Footprint	22,050				160	460	2	Corridors 160 & 167 and 161 South Services Entrance	-
-	\$704.93	Mezzanine Rm	0				177	75		Vestibule South	
		Mezzanine Rm	0								
		Mezzanine Rm	0								
		Total SF									
tal N	umber of Sin	ks in this Building:	. 8								
tal N	umber of Toi	lets in this Building:	7								
		nals in this Building:	3								
		owers in this Building:	4								
			0								
	UTIDES OF WS	ter Fountians in this Building UNIT TOTALS:	22								
<u>т -</u>	Carpet	UNIT TOTALS:	44				Liephin Cri				
	omber					KO12	Usable SF	20,421			
	Vinyl Compo					1 BR	54				

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES - ITB # 071B1001223

# PART I: LOCATION SPECIFICATIONS

### PART II: VENDOR'S LOCATION PRICE SHEET

### **XVIII.** LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

# BUILDING #6950

CONTRACT INFORMATION								
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009				
PREVIOUS CONTRACT #:	071B1001223							
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA							
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE							
BUILDING NAME AND NUMBER:	FUELS OPERATIONS FACILITY, BUILDING 6950							
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan							
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?								
REGION and COUNTY:	Region: 13 Call	noun County						
PROCUREME	NT CONTACT	INFORMA	TION					
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	AM						
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah	am	CONTACT TELEPHONE #:	517-483-5803				
	grahamk@Michigan.go CONTACT FACISIMILE							
PROCUREMENT OFFICE CONTACT E-MAIL:	V		#:	517-483-5881				
			CONTACT					
CONTRACT COMPLIANCE INSPECTOR (CCI)	MS at Dhil Cral	1	TELEPHONE	269-969-3342				
/ FACILITY MANAGER (FM) NAME:	MSgt Phil Grol	1	#: CONTACT	207-707-3342				
			FACISIMILE					
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	s.army.mil	#:	Na				

### B. BUILDING SPECIFICATION INFORMATION

BUILDING	LOCATIO	N INFORMATION			
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS OF BUILDING OCCUPANTS:	0800 – 1700		
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies		
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0800 – 1700		
TOTAL BUILDING SQ. FT. TO BE CLEANED:	1,171	NUMBER OF STORIES IN BUILDING:	Single story (1 story)		
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	NA	AREA(S):			
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(S) TO BE CLEANED:		AREA(S):			
TOTAL SQ. FT. OF HARD FLOOR TO BE CLEANED:		AREA(S):			
TOTAL SQ. FT. OF <b>VINYL</b> TO BE CLEANED:	997	AREA(S): SEE ATTACHED S	SPEADSHEET		
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	174	AREA(S):			
TOTAL SQ. FT. OF CEMENT TO BE CLEANED:	Na	AREA(S):			
TOTAL SQ. FT. OF TERRAZO TO BE CLEANED:	Na	AREA(S):			
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):			
NUMBER OF RESTROOMS IN BUILDING:	3	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)	•		
Note: Restrooms to be cleaned one monday per month following Unit Training Assemblies (UTA)		<i>NOTE, includes</i> : 2 male/1 f urinals, 2 sinks, and 1 sho	EMALE (7 UNITS INCLUDES 2 TOILETS, 1 WER)		
Is window cleaning to be included on this contract? Note: Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	Yes, "Only	UPON REQUEST OF THE STATE AND	) MUST BE PRE-APPROVED"		

Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard.	NO
What is the RECOMMENDED Level of Insurance Risk for this Contract? [EXAMPLE: LOW, MODERATE OR HIGH] NOTE: DMB-OAS & AGENCY to determine	Moderate
	administrative building which is a small building with administrative e to be cleaned an additional once per month on Monday

# C. DESCRIPTION OF SERVICE NEEDS

# TASK AND FREQUENCIES

FREQUENCY								
Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	(Once per month; 12 times	(Once per Quarter;		<b>Annual</b> (Once Per Year)			
			N/A	N/A	N/A			
	2x Wkly (104/yr)							
	(104 / yr)							
	<b>2x wkly</b> (104 / yr)							
	(1047 91)							
	2x  wkly							
	<b>2x wkly</b> (104 / yr)							
	<b>1x wkly</b> (52 / yr)							
	1x wkly							
	1x wkly							
	2x wkly							
	2x wkly							
	1x wkly							
	2x wkly							
	<b>2x wkly</b> (104 / yr)							
	<b>2x wkly</b> (104 / yr)							
	Na							
	<b>2x wkly</b> (104 / yr)							
	<b>2x wkly</b> (104 / yr)							
	<b>2x wkly</b> (104 / yr)							
	(Each time scheduled to clean;	(Each time scheduled to clean; 104 times per year)       (Twice per week; 52 times per year)         2x Wkly (104/yr)       2x Wkly (104/yr)         2x wkly (104/yr)       2x wkly (104/yr)         2x wkly (104/yr)       2x wkly (104/yr)         2x wkly (104/yr)       1x wkly (52/yr)         1x wkly (52/yr)       1x wkly (52/yr)         2x wkly (104/yr)       1x wkly (52/yr)         2x wkly (104/yr)       2x wkly (104/yr)         2x wkly (104/yr)       2x wkly (104/yr)	Daily (Each time scheduled to clean; 104 times per year)         Weekly (Twice per week; 52 times per year)         Monthly (Once per month; 12 times per year)           2         Wkly (104 / yr)         12 times per year)           2         Wkly (104 / yr)         14 times per year)           2         Wkly (104 / yr)         12 times per year)           2         Wkly (104 / yr)         12 times per year)           1         Wkly (52 / yr)         12 times per year)           1         Wkly (52 / yr)         12 times per year)           1         X wkly (104 / yr)         12 times per year)           2         X wkly (104 / yr)         12 times per year)	Daily (Each time scheduled to clean; per year)Week; (Twice per per week; 52 times per year)Monthly (Once per Quarter; 4 times per year)104 times per year)2x Wkly (104/yr)N/A2x wkly (104 / yr)12x wkly (104 / yr)11x wkly (52 / yr)11x wkly (52 / yr)12x wkly (104 / yr)11x wkly (52 / yr)12x wkly (104 / yr)11x wkly (52 / yr)12x wkly (104 / yr) <td>Daily (Each time scheduled to clean; 104 times per year)Week; (Twice per week; 52 times per year)Monthly (Once per per went) 12 times per year)Quarter; (Once per year) week; 12 times per year)Semi (Annual (Conce per year)22x Wkly (104/yr)N/AN/A22x Wkly (104/yr)</td>	Daily (Each time scheduled to clean; 104 times per year)Week; (Twice per week; 52 times per year)Monthly (Once per per went) 12 times per year)Quarter; (Once per year) week; 12 times per year)Semi (Annual (Conce per year)22x Wkly (104/yr)N/AN/A22x Wkly (104/yr)			

Services	FREQUENCY								
	Daily (Each time scheduled to clean; 104 times	Weekly (Twice per week; 52 times	12 times	Quarterly (Once per Quarter; 4 times per year)	(2 times	Annual (Once Per Year)			
gggggg. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)	per year) <b>1x Day</b> (248 / yr for trash only)	per year) <b>2x wkly</b> (104 / yr recycled paper only)	per year)						
hhhhhh. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)							
iiiiiii. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)							
jjjjjj. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)							
kkkkkk. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)							
IIIIII. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)							
mmmmmm. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)							
nnnnn. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)							
5. Wall /Partition Cleaning / Washing									
zz. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)						
aaa. Thorough wall / partition vacuuming and washing, as renovations require			<b>1x mo</b> (12 / yr)						
bbb. Clean partition / glass windows			<b>1x mo</b> (12 / yr)						
23. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)						
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.									
qqq. Conference rooms		<b>2x wkly</b> (104 / yr)							
rrr. Clean drawing boards in conference rooms		Na							
sss.Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas		<b>1x wkly</b> (104 / yr)							
ttt. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)							

Services	FREQUENCY					
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)
hhhh. Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during Winter months of November 1 - April 1.		<b>1x wk</b> (52 / yr)				
<ul> <li>iiii. Empty exterior ashtrays / trash receptacles &amp; clean all general areas including entrances, during Summer months of April 1 - October 31.</li> </ul>		<b>2x wk</b> (104 / yr)				
jjjj. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]				
kkkk. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]			
IIII. Replace waste receptacle liner when soiled or worn			na			

SERVICEO	FREQUENCY								
Services	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)			
Periodic Services	N/A	N/A	N/A						
35. General		•							
hhhh. Clean air bars and vents						1X/yr			
iiii. Dust/clean baseboards						1X/yr			
jjjj. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr			
kkkk. Vacuum fabric upholstered furniture						1X/yr			
IIII. Additional/Emergency services						As needed or as re- quested			
36. Intensive Floor Care									
gggggg. Emergency stain / gum removal from carpet						As needed or as re- quested			
hhhhhh. Spray buff finished hard floors - removing scuff marks included						12X/yr			
iiiiii. Scrub restroom floors				4X/yr					
jjjjjj. Clean carpet in high traffic areas					3X/yr				
kkkkkk. Clean carpet runners / mats					3X/yr				
IIIIII. Scrub stairwell floors (not applicable)					na				
mmmmmm. Top strip & refinish floors						1X/yr			
nnnnnn. Strip & refinish all hard surface floors						1X/yr			
3. Windows									
<ul> <li>Clean Windows on Exterior of building (inside and outside)</li> </ul>						1X/yr			
jj. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr				

### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

#### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

#### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

### Department of Military and Veterans Affairs – Battle Creek ANGB – Building 6950

### 3545 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

### A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 107.84 (1,171 sq ft X .0921)
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 1,941.12 (\$107.84 X 18 months)
***************************************	***************************************

			11001			E FACILITY BY BO			HO AN		
			110FW	JIVIL ENGIN	CCH W.K.K	ELLOGG AIRPOR	I, BAITLE C	HEEK, MIC	nigan		+
	1					FACILITY: 6950					
n #	CATEGORY	DESCRIPTION	USED SF	% Use	% Use	Total Use	ROOM #	TOTAL	10.4	Description	
201		DESCRIPTION	1,473	// Use	Assigned 276	1,749	1	240		Description	
100	12111	4.	1,473	100.0%	2/0	1,748	2	240		Drivers Lounge/Breakroom	-
		Sec. Sec. Sec.				Constant States	3	114		Janitor's Closet Resource Control Center	
				E. C.			4	84		Mechanical Room	+
5		Service Sections			Sec. Sec.	States .	5	19		Communication's Closet	
6		MARCE CRANNER					6	77		Women's Restroom	-
7			4.4.1.2.4.1.1.1	1		CO.S. BISSON PC	7	188		Fuels Lab	
. 8			C 20 8 8 7 1		1987). 2897) - A	Contraction of the	8	21		Shower (Shared)	
9		Second Second	2 C C C C C C C C C C C C C C C C C C C		14	1. 1. 1. 1. 1. 1.	9	140		Fuels Superintendent	
10	COMMONI	tairs halls	0 	NAME AND A DESCRIPTION OF		CONTRACTOR DISASS	10	76		Men's Locker Room	
						10	11	140		Haliways	
		Totals	1473	100.0%	1		12	109	1	Men's Restroom	+
~~~~~				and a second	TOTAL	. J. J. 1,749	13	32		Entryway	
					CAUCE CONTRACTOR	and compared by the re-	14	222	· · · · ·	Administration	
										Administration	
		S/OS Difference	276			*					
		Total FCLT SF	1,749								
			1,1,40								-
						1					
00m	s Covered un	der Janitoral Service									1
	Room	Square Footage	Carpet	VCT	PT/CT/QT						
	1	240		X	1.10.00						240
	3	114		X							114
	6	77			x						77
	8	21			x						21
	9	140		Х							140
	10	76			x						76
	11	140		х							140
	12			X							109
	13			X							32
	14	222		X							222
											0
											0
											0
~ • •											
_											0
-											
-											
							4				0
						<b>0</b>			<u> </u>	1	
									<u> </u>		+
									-		
						· · · ·			-		
								-	<u> </u>		
											1
							14		-		
-	Total SF	1,171		997	174				-		
	I UIDT			991	1/4						
$\neg$	Janitorial	Reported Square For	tage	******					-		+
							105				-
	Building Cost \$107.85	Footprint Mezzanine Rm	1,749						1		
-	¢107.00		0		-				-		
		Mezzanine Rm Mezzanine Rm	0								
						<b> </b>			<u> </u>		
		Total SF	1,749					·····			-
		ks in this Building:	2		<u> </u>	<b> </b>					
otal N	lumber of Toi	ets in this Building:	2								
otal N	lumber of Urir	nals in this Building:	1								
		wers in this Building:	1								
		ter Fountians in this Building	1								1
		UNIT TOTALS:	7						ŀ		1
	Carpet	UNIT TOTALS.			L	L	tal Usable SF	1,473			
<u> </u>			·····					1,4/3	1		
×T	Vinyl Compo										

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B10012232

## PART I: LOCATION SPECIFICATIONS

#### PART II: VENDOR'S LOCATION PRICE SHEET

#### XIX. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## **BUILDING #6954**

CON	<b>FRACT INFORM</b>	ATION					
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009			
PREVIOUS CONTRACT #:	071B1001223						
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA						
CONTRACTING AGENCY NAME:	DEPARTMENT OF I AIR NATIONAL GU		VETERANS AFFAIR	RS, BATTLE CREEK			
BUILDING NAME AND NUMBER:	Fire Crash/Rescue, Building 6954						
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan						
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?	No						
REGION and COUNTY:	Region - Calhou	n County					
PROCUREME	NT CONTACT	INFORMA	TION				
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	М					
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Graha	am	CONTACT TELEPHONE #:	517-483-5803			
TROCORLIMENT OF FICE CONTACT NAME.	grahamk@Mic		π. CONTACT FACISIMILE				
PROCUREMENT OFFICE CONTACT E-MAIL:	V		#:	517-483-5881			
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSGT. Phil Gr	oll	CONTACT TELEPHONE #:	269-969-3342			
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	.army.mil	CONTACT FACISIMILE #:	Na			

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING	LOCATION I	NFORMATION	
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS OF BUILDING OCCUPANTS:	0730 – 1630
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0730 – 1630
TOTAL BUILDING SQ. FT. TO BE CLEANED:	6,912	NUMBER OF STORIES IN BUILDING:	Single story (1 story)
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	2,745	AREA(S): SEE ATTACHED S	SPREADSHEET
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):	
TOTAL SQ. FT. OF HARD FLOOR/VINYL TILE TO BE CLEANED:	4,208	AREA(S): SEE ATTACHED S	SPREADSHEET
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	2,798	AREA(S): SEE ATTACHED S	SPREADSHEET
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):	
TOTAL SQ. FT. OF TERRAZO TO BE CLEANED:	Na	AREA(S):	
TOTAL SQ. FT. OF <b>RESILIENT TILE</b> TO BE CLEANED:	1,309	AREA(S): SEE ATTACHED S	PREADSHEET
NUMBER OF RESTROOMS IN BUILDING:	7	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)	
Note: Restrooms to be cleaned one monday per month following Unit Training Assemblies (UTA)		<i>NOTE, includes</i> : 1 Unisex/3 8 toilets, 4 urinals, 9 sinks	Male/3 Female - 31 units includes 5, 8showers.
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	Yes, "Only up	ON REQUEST OF THE STATE AND	MUST BE PRE-APPROVED"
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard (see specifications for cleaning standards.			

Moderate

**ADDITIONAL INFORMATION:** This building is the old fire station. Restrooms are to be cleaned an additional once per month on Monday immediately following Unit Training Assemblies.

## C. DESCRIPTION OF SERVICE NEEDS

## TASK AND FREQUENCIES

Services			Frequ	JENCY		
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)		(Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)
BASIC SERVICES				N/A	N/A	N/A
<b>19. Office Cleaning</b> ( <i>Note</i> : The days office cleaning is to occur will be determined by the Facility Manager.)		3x Wkly (156/yr)				
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>3x wkly</b> (156 / yr)				
b. Empty waste receptacles		<b>3x wkly</b> (156 / yr)				
2. Restrooms (If applicable)		(, ).)				
s. Close restroom		<b>3x wkly</b> (156 / yr)				
t. Empty waste receptacles		<b>3x wkly</b> (156 / yr)				
u. Fill dispensers		<b>2x wkly</b> (104 / yr)				
v. Dust		Na				
w. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)				
x. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)				
y. Clean and disinfect sinks		<b>3x wkly</b> (156 / yr)				
z. Clean glass and mirrors		<b>3x wkly</b> (156 / yr)				
xix. Clean and disinfect toilets and urinals		<b>3x wkly</b> (156 / yr)				
bb. Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.		<b>2x wkly</b> (104 / yr)				
eeee. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		<b>3x wkly</b> (156 / yr)				
ffff. Vacuum carpet if applicable		<b>3x wkly</b> (156 / yr)				
gggg. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)				
hhhh. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)				
2. Drinking Foundair -						
<ol> <li>Drinking Fountains         <ul> <li>Clean, disinfect and wipe dry</li> </ul> </li> </ol>		<b>2x wkly</b> (104 / yr)				
4. Lobbies and Corridors		(104 / yl)				

Services			FREQU	JENCY		
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	· ·	Annual (Once Per Year)
oooooo. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)	1x Day (248 / yr for trash only)	2x wkly (104 / yr recycled paper only)				
pppppp. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)				
qqqqqq. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)				
rrrrrr. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)				
ssssss. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)				
tttttt. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)				
uuuuu. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)				
vvvvvv. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)				
5. Wall /Partition Cleaning / Washing						
ccc.Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)			
ddd. Thorough wall / partition vacuuming and washing, as renovations require			<b>1x mo</b> (12 / yr)			
eee. Clean partition / glass windows			<b>1x mo</b> (12 / yr)			
24. Thoroughly Clean Store Rooms/Janitor Closets			1  mo			
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.			(12 / yr)			
uuu. Conference rooms		<b>2x wkly</b> (104 / yr)				
vvv. Clean drawing boards in conference rooms		Na				
www. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas		<b>2x wkly</b> (104 / yr)				
xxx.Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)				

Services			FREQU	JENCY		
11. Variable Procedures	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	12 times	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)
mmm. Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during Winter months of November 1 - April 1.		<b>1x wk</b> (52 / yr)				
nnnn. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>3x wk</b> (156 / yr)				
oooo. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]				
pppp. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			1x mo (more if needed) [12 / yr]			
qqqq. Replace waste receptacle liner when soiled or worn			na			

Services	FREQUENCY								
DERVICES	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	<b>Annual</b> (Once Per Year			
PERIODIC SERVICES	N/A	N/A	N/A						
37. General									
mmmm. Clean air bars and vents						1X/yr			
nnnn. Dust/clean baseboards						1X/yr			
oooo. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr			
pppp. Vacuum fabric upholstered furniture						1X/yr			
qqqq. Additional/Emergency services						As needed or as re- quested			
38. Intensive Floor Care									
oooooo. Emergency stain / gum removal from carpet						As needed or as re- quested			
pppppp. Spray buff finished hard floors - removing scuff marks included						12X/yr			
qqqqqq. Scrub restroom floors				4X/yr					
rrrrrr. Clean carpet in high traffic areas					3X/yr				
ssssss. Clean carpet runners / mats					3X/yr				
tttttt. Scrub stairwell floors (not applicable)					na				
uuuuuu. Top strip & refinish floors						1X/yr			
vvvvvv. Strip & refinish all hard surface floors						1X/yr			
. Windows									
kk. Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr			
II. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr				

### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

\*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

### Department of Military and Veterans Affairs – Battle Creek ANGB – Building 6954

### 3545 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

### A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 636.60 (6,912 sq ft X .0921)
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 11,458.80 (\$636.60 X 18 months)
***************************************	********

		and the second				F FACILITY BY B					P
			110FW	UNIL ENG!	VEEN W.K.H	ELLOGG AIRPOR		HEEK, MK	HIGAN	<u>¥</u>	
	r 1					FACILITY: 6954			-		
D#	ATTOODY	DESCRIPTION	USED SF	% Use	% Use	Total		TOTUO			
D#					Assigned	Use	ROOM #	TOTALS		Description	
ax 1		Fire, Crash Rescue Station		100.0%	1,609	22,215	100	86		Vestibule	
2		and the second		and the search			101	112		Reception	
. 3			al a sector	6.67.4 . K. S. A	en de la comp	NGCO (Partie) - P	102	660		Hallway	
4							103	158		Conference Room	
5			5		\$ <sup>19</sup> (15)	Strain and a state of the	104	91		Work Room	
6			the second	ALL AND	2.1.2. 2	and the second second	105	161		Fire Chief's Office	
2.57			and a constant	C. 24	C. C. Bassine L.	201 (Pr. 17) (Pr. 17)	106	21	1	Closet Fire Chiel's Office	
2 8			11. (2. (35) 2. (17)	5	Series and the l	Street, a Caracter	107	204		Assistant Fire Chief's Office, Bunk Room 109 and R	estroom 114
. 9							108	151		Plan Review	
10	COMMONIS	tairs halls	0				109	124		Assistant Fire Chief's Bunk Room	
							110			Not Used	
		Totals	20,606	100.0%			111	121		Hazmat / Safety	
					a TOTAL	22,215	112	163	3 · 1	Hallway	
							113	48		Restroom - Unisex	
							114	80		Assistant Fire Chief's Restroom	
		IS/OS Difference	609 A		-		115	328	1	Day Room	
				L			116	813		Recreation / Dining Room	
		Total FCLT SF	22,215				117	215		Kitchen	
							118	83		Pantry	
_							119	102		Dish Washing	
oom		der Janitoral Service					120	143	1	Assistane Chief of Training	
	Room	Square Footage	Carpet	VCT	PT/CT/QT	RT/SPF	121	766		Training Room	
	100	86	х				122	10		Training Room Closet	86
	101	112			X		123	10		Training Room Closet	112
	102	660			X		124	114	1	Mechanical Room	660
	103	158	x				125	107	1	Telecommunications Room	158
	104	91	x				126	101		Supply Officer	91
	105	161	х				127	81		Hallway	161
	106	21	х				128	229		Hallway	21
	107	204	х				129	33	3 1	Janitor Closet	204
	108	151	х				130	208		E.R.C.	151
	111	121	х				131	8		E. W. C Alcove	121
	112	163			X		132	87		Laundry	163
	113	48			x		133	99		Women's Locker Room	48
	114	80			x		134	176		Women's Showers	80
	115	328	х				135	138		Women's Restroom	328
	116	813				RT	136	380		Men's Locker Room	813
	120	143	x		1		130	172		Men's Showers	143
	121	766	X				137	25		Men's Restroom	766
	122	10	x				130	182		Haliway	10
	123	10	x				140	496		Physical Fitness and Testing Room	10
	126	101		x			141			Testing	101
	127	81		^	x		142	28		Hallway	81
-	128	229			x		142	115			229
	120	229	x		<u> </u>		143	115		Bunk 1	
	130	8			x		144	115		Bunk 2 Bunk 3	208
											8
	132 133	87			X		146	115		Bunk 4	87
-	133	176			x			115		Bunk 5	176
	134	176			X		148	112		Bunk 6	176
		383			X		149			Hallway	
	136 137	383			X		150	107		Bunk 7	383
-							151	107		Bunk 8	172
	138	257 496			X	SPF	152	107		Bunk 9	257
			×			ort	153	107		Bunk 10	496
	158	309 42	<u>x</u>		~		154	107		Bunk 11	309
-	159		×		x		155	10		Bunk 12	42
	161	8	X				156	8		Linen Closet	8
_	· 162	63	0.7.7	401	X	4.055	157	78		Mezzenine Stairs	63
	Total SF	6,912	2,745	101	2,798	1,309	158	309		Alarm Center	
_	In all of the	Dener 10 -					159	42		Alarm Center Restroom	
	Janitorial	Reported Square For					160	56		Alarm Center Bunk Room	
	Building Cost	Footprint	22,215				161	8		Alarm Center Closet	
_	\$636.60	Mezzanine Rm	0				162	63		Hallway	
		Mezzanine Rm	0				163	375		P. C. Lockers	
		Mezzanine Rm	0				164	8,405		Apparatus Bays	
		Total SF	22,215				165	208		Agent Storage	
otal N	lumber of Sinl	ks in this Building:	9				166	22	11	Hose Drying	
		ets in this Building:	8				167	22		Fire Extinguisher Maintenance	
		hals in this Building:	4				168	510	-	General Storage	
		wers in this Building:	8		····		169	83		Mezzanine Stairs	
tal	umber of Wa	ter Fountians in this Building	2	L			170	201		SCBA	
		UNIT TOTALS:	31		l		171	302		P. C. Laundry	
	Carpet					10	a Usable SF	20,606	3		
	Vinyl Compos										

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT #071B1001223

### PART I: LOCATION SPECIFICATIONS

#### PART II: VENDOR'S LOCATION PRICE SHEET

#### XX. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## BUILDING #6955

CONTRACT INFORMATION							
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009			
PREVIOUS CONTRACT #:	± 071B1001223						
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA						
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE						
BUILDING NAME AND NUMBER:	ENGINE TEST FA	CILITY, BUILDI	NG 6955				
BUILDING ADDRESS:	Battle Creek ANGB, Battle Creek, Michigan						
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?							
REGION and COUNTY:	Region: 13 Calhoun County						
PROCUREME	NT CONTACT	INFORMA	TION				
PROCUREMENT OFFICE NAME:	KIMBERLY GRAH	AM					
			CONTACT TELEPHONE				
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah	am	#: CONTACT	517-483-5803			
	grahamk@Mi	chigan.go	FACISIMILE				
PROCUREMENT OFFICE CONTACT E-MAIL:	v	0 0	#:	517-483-5881			
CONTRACT COMPLIANCE INSPECTOR (CCI)		11	CONTACT TELEPHONE				
/ FACILITY MANAGER (FM) NAME:	MSgt. Phil Gro	)]]	#: CONTACT	269-969-3342			
			FACISIMILE				
CCI / FM CONTACT E-MAIL:	Phillip.groll@u	s.army.mil	#:	Na			

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING	BUILDING LOCATION INFORMATION							
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	7 days per week	OFFICIAL WORKING HOURS OF BUILDING OCCUPANTS:	0730 to 1630					
NUMBER OF EMPLOYEES:	Na	APPROXIMATE DAILY VISITORS:	Na					
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0730 to 1630					
TOTAL BUILDING SQ. FT. TO BE CLEANED:	80	NUMBER OF STORIES IN BUILDING:	Single story					
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	80	AREA(S): SEE ATTACHED S	SPREADSHEET					
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):						
TOTAL SQ. FT. OF <b>VINYL</b> TO BE CLEANED:	Na	AREA(S):						
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	Na	AREA(S):						
TOTAL SQ. FT. OF CEMENT TO BE CLEANED:	Na	AREA(S):						
TOTAL SQ. FT. OF TERRAZO TO BE CLEANED:	Na	AREA(S):						
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):						
NUMBER OF RESTROOMS IN BUILDING:	1 (UNISEX)	NUMBER OF TOTAL UNITS FOR BUILDING RESTROOM(S): 3						
NOTE: RESTROOMS TO BE CLEANED ONE MONDAY PER MONTH FOLLOWING UNIT TRAINING ASSEMBLIES (UTA)		NOTE, INCLUDES: 3 UNITS INC	CLUES 1 TOILETS, 1 URINALS, 1 SINK.					
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors - typically 1st Floor for Exterior.	ONLY UPON RE	QUEST OF THE STATE						
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard.	NO							

What is the RECOMMENDED Level of Insurance Risk for this Contract? [EXAMPLE: LOW, MODERATE OR HIGH] NOTE: DMB-OAS & AGENCY to determine	Moderate
ADDITIONAL INFORMATION: This building is th	e engine test building. The only room to be cleaned in this building is
the restroom one time per day. Restrooms are to	be cleaned an additional once per month on Monday immediately
following Unit Training Assemblies.	

## C. DESCRIPTION OF SERVICE NEEDS

## TASK AND FREQUENCIES

Services	FREQUENCY					
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)
BASIC SERVICES				N/A	N/A	N/A
<b>20. Office Cleaning</b> ( <i>Note</i> : The days office cleaning is to occur will be determined by the Facility Manager.)		1x Wkly (52/yr)				
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>1x wkly</b> (52 / yr)				
b. Empty waste receptacles		<b>1x wkly</b> (52 / yr)				
2. Restrooms (If applicable)		(02/ )!/				
t. Close restroom		Daily				
u. Empty waste receptacles		Daily				
v. Fill dispensers		Daily				
w. Dust						
x. Clean and disinfect waste receptacles		Daily				
y. Thoroughly sweep with broom before Mopping		Daily				
z. Clean and disinfect sinks		Daily				
aa. Clean glass and mirrors		Daily				
xx. Clean and disinfect toilets and urinals		Daily				
cc. Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.		Daily				
iiii. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		Daily				
jjjj. Vacuum carpet if applicable		1x/week				
kkkk. Maintain floor drain(s)/traps free of odors		Daily				
IIII. Service restrooms as requested by Facility Manager		As req				
2 Drinking Fountains						
3. Drinking Fountains a. Clean, disinfect and wipe dry		Na				
4. Lobbies and Corridors						

Services	FREQUENCY					
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	(Once per Quarter; 4 times per	Semi -Annual (2 times per year)	Annual (Once Per Year
wwwww. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)		Na				
xxxxxx. Remove carpet runners, clean floor and replace runners		Na		-		
yyyyyy. Vacuum carpet and runners						
zzzzzz. Dust mop/Sweep						
aaaaaaa. Damp mop or machine scrub						
bbbbbbb. Maintain clean glass - includes entrance doors						
ccccccc. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.						
dddddd. Damp wipe all non-upholstered furniture, tables & counter areas						
. Wall /Partition Cleaning / Washing						
fff. Spot cleaning - including light switches			Na			
ggg. Thorough wall / partition vacuuming and washing, as renovations require			Na			
hhh. Clean partition / glass windows			Na)			
5. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)			
High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.						
yyy. Conference rooms						
zzz. Clean drawing boards in conference rooms						
aaaa. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas						
bbbb. Includes cleaning of table and counter tops						
1. Variable Procedures	+					

Services	FREQUENCY							
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)		
rrrr. Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during Winter months of November 1 - April 1.								
ssss. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.								
tttt. Entry leaf removal/sweeping fall season								
uuuu. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect								
vvvv. Replace waste receptacle liner when soiled or worn								

Scource	FREQUENCY							
Services	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)		
Periodic Services	N/A	N/A	N/A					
39. General			•					
rrrr. Clean air bars and vents						1X/yr		
ssss. Dust/clean baseboards						1X/yr		
tttt. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr		
uuuu. Vacuum fabric upholstered furniture						1X/yr		
vvvv. Additional/Emergency services						As needed or as re- quested		
40. Intensive Floor Care								
wwwww. Emergency stain / gum removal from carpet						Upon request		
xxxxxx. Spray buff finished hard floors - removing scuff marks included						na		
yyyyyy. Scrub restroom floors				4X/yr				
zzzzzz. Clean carpet in restroom					na	Upon request		
aaaaaaa. Clean carpet runners / mats					na	•		
bbbbbbb. Scrub stairwell floors (not applicable)					na			
ccccccc. Top strip & refinish floors						na		
ddddddd. Strip & refinish all hard surface floors						na		
3. Windows								
mm. Clean Windows on <b>Exterior</b> of building (inside and outside)						NA		
nn. Clean Windows on Interior of building (inside and outside) [i.e., receptionist area, etc.]					NA			

#### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	Na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

#### \*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

### Department of Military and Veterans Affairs – Battle Creek ANGB – Building 6955

### 3545 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

### A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 7.36 (80 sq ft X .0921)				
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 132.48 (\$7.36 X 18 months)				
***************************************					

		Fac_6055_SF.x	Contra de Astronomio	SPACE U	TILIZATION (	E FACILITY BY B	OOM/SF, CA	TEGORY.	10000	hand and a second second of the second s	Pî
						KELLOGG AIRPOR					
				Offic citon	Juli 11.14.	FACILITY: 6955		///////////////////////////////////////	in incar w		_
-			1							1	
					% Use	Total					
3 # K	ATEGORY	DESCRIPTION	USED SF	% Use	Assigned	Totai Use	BOOM #	TOTALS	ID #	Description	
		1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 -	Sec. De las	11. A.		N. N. S.	100	80		Restroom (Unisex)	
22			C. M. C. C. C.				100			nestidon (onsex)	
3		1	Carlos and	1.00 1807		1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.	-				
4			Charles and			1.0				······	
5		S. S			4.7.2				-		
-6					n sin ndi kati A	an a					
106 D					Sh. J. In						
-4 9		n an	ALP LPA STOR	And the second second							
.0					ALC: NOT STREET		19				
			Server Strokers	at a suit							
010	COMMONE	uteurs halls.	0								
$\rightarrow$			STATISTICS AND TRAFTS								
$\rightarrow$		Totals	0 12 20 10 10	0.0%							
+					See TOTAL						
$\rightarrow$											
		And the second statement									
$\rightarrow$		IS/OS Difference	6 Section (80)								
$\rightarrow$											
$ \rightarrow $		Total FCLT SF	0								
		·····									
oma	Covered un	der Janitoral Service									
	loom	Square Footage	Carpet	VCT	PT/CMT						
	100	80		Х							80
											0
											0
											Ö
							1				0
											0
											0
											ŏ
-							1				
										· · · · · · · · · · · · · · · · · · ·	
-							vi				
+		· · · · · · · · · · · · · · · · · · ·					and .				0
											0
-+				·		<b>b</b>					0
$\rightarrow$											0
$\rightarrow$							-				0
-+											0
											0
-											0
											0
$\rightarrow$											0
$\rightarrow$											0
$\rightarrow$					L						0
					L						0
											0
											0
											0
T											0
											0
T											0
T											0
-											
- 1-	otal SF	80	80	0	0						_
-ť				· · ·							
-	anitorial	Reported Square For	otane								
									-		
-P	uilding Cost	Footprint Managing Dep									
+	\$7.37	Mezzanine Rm									
+		Mezzanine Rm									
		Mezzanine Rm	0								
<u> </u>		Total SF								1 al	
		in this Facility:	1				ni -				
		ets in this Facility:	1								
	imber of Lirin	als in this Facility:	0								
al Nu											
al Nu al Nu	mber of Sho	wers in this Facility:	1								
al Nu al Nu	mber of Sho	er Fountians in this Facility:	1								
al Nu al Nu	mber of Sho	er Fountians in this Facility:									

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

## PART I: LOCATION SPECIFICATIONS

#### PART II: VENDOR'S LOCATION PRICE SHEET

#### XXI. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## BUILDING #6998

CONTRACT INFORMATION							
APPROXIMATE START DATE:	12/1/2007	CONTRA DATE:	CT END	05/31/2009			
PREVIOUS CONTRACT #:	071B1001223						
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA						
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK						
BUILDING NAME AND NUMBER:	FLIGHT SIMULATO	R, BUILDING	6998				
BUILDING ADDRESS:	Battle Creek Air Battle Creek, Mic		ard Base, 3545 Mu	stang Avenue,			
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?							
REGION and COUNTY:	Region: 13 Cou	inty: Calhou	n				
PROCUREME	NT CONTACT	INFORMA	TION				
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHAM						
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Grah	am	CONTACT TELEPHONE #:	517-483-5803			
PROCUREMENT OFFICE CONTACT E-MAIL:	grahamk@Mi		CONTACT FACISIMILE #:	517-483-5881			
	•		". CONTACT	517-405-5001			
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:							
/TAGILITT MANAGER (FM) NAME.		1	CONTACT	207-707-3374			
			FACISIMILE				
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	s.army.mil	#:	Na			

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING	LOCATION	INFORMATION				
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS OF BUILDING OCCUPANTS:	0800 – 1700			
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies			
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0800 – 1700			
TOTAL BUILDING SQ. FT. TO BE CLEANED:	695	NUMBER OF STORIES IN BUILDING:	Single story (1 story)			
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	na	AREA(S):				
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):				
TOTAL SQ. FT. OF HARD FLOOR TO BE CLEANED:	695	AREA(S): SEE ATTACHED SPREADSHEET- Office Corridors, entry/hallways				
TOTAL SQ. FT. OF <b>VINYL</b> TO BE CLEANED:	640	AREA(S):				
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	55	AREA(S):				
TOTAL SQ. FT. OF CEMENT TO BE CLEANED:	Na	AREA(S):				
TOTAL SQ. FT. OF TERRAZO TO BE CLEANED:	Na	AREA(S):				
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):				
NUMBER OF RESTROOMS IN BUILDING:	1	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)	· · · · · ·			
Note: Restrooms to be cleaned one monday per month following Unit Training Assemblies (UTA)		<i>NOTE, includes</i> : 2 units (in	CLUDES 1 TOILET AND 1 SINK)			
Is window cleaning to be included on this contract? Note: Specify if Interior and / or Exterior and Number of Floors - typically 1st Floor for Exterior.	Yes, "Only i	JPON REQUEST OF THE STATE AND	MUST BE PRE-APPROVED"			

Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard.	NO				
What is the RECOMMENDED Level of Insurance Risk for this Contract? [EXAMPLE: LOW, MODERATE OR HIGH] NOTE: DMB-OAS & AGENCY to determine	Moderate				
<b>ADDITIONAL INFORMATION:</b> This is the fuels and corrosion hangars building which includes administrative offices, break areas and rest rooms located between two hangars. Restrooms are to be cleaned on Monday immediately following Unit Training Assemblies (UTA).					

## C. DESCRIPTION OF SERVICE NEEDS

## TASK AND FREQUENCIES

FREQUENCY						
Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	(Once per month; 12 times	(Once per Quarter;		<b>Annual</b> (Once Per Year)	
			N/A	N/A	N/A	
	2x Wkly (104/yr)					
	(104 / yr)					
	<b>2x wkly</b> (104 / vr)					
	(1017 )1)					
	<b>2x wkly</b>					
	<b>2x wkly</b> (104 / yr)					
	<b>1x wkly</b> (52 / vr)					
	1x wkly					
	1x wkly					
	2x wkly					
	2x wkly					
	1x wkly					
	2x wkly					
	<b>2x wkly</b> (104 / yr)					
-	<b>2x wkly</b> (104 / yr)					
	Na					
<u> </u>	<b>2x wkly</b> (104 / yr)					
	<b>2x wkly</b> (104 / yr)					
1	<b>2x wkly</b> (104 / yr)					
	(Each time scheduled to clean;	(Each time scheduled to clean; 104 times per year)       (Twice per week; 52 times per year)         2x Wkly (104/yr)       2x Wkly (104/yr)         2x wkly (104/yr)       2x wkly (104/yr)         2x wkly (104/yr)       2x wkly (104/yr)         2x wkly (104/yr)       1x wkly (52/yr)         1x wkly (52/yr)       1x wkly (52/yr)         2x wkly (104/yr)       2x wkly (104/yr)         2x wkly (104/yr)       2x wkly (104/yr)	Daily (Each time scheduled to clean; 104 times per year)Weekly (Twice per week; 52 times per year)Monthly (Once per month; 12 times per year)22x Wkly (104/yr)22x wkly (104 / yr)22x wkly (104 / yr)12x wkly (104 / yr)11x wkly (52 / yr)11x wkly (52 / yr)21x wkly (52 / yr)22x wkly (104 / yr)11x wkly (52 / yr)22x wkly (104 / yr)	Daily (Each time scheduled to clean; per year)Weekly (Twice per per scheduled to clean; 52 times per year)Monthly (Once per Quarter; 4 times per year)104 times per year)N/A2xWkly (104/yr)N/A2xwkly (104 / yr)Image: state s	Daily (Each time scheduled to clean; 104 times per year)Week; (Twice per week; 52 times per year)Monthly (Once per per went) 12 times per year)Quarter; (Once per year) year)Semi (Annual Cuarter; times per year)22x Wkly (104/yr)N/AN/A22x wkly (104/yr)	

Services	FREQUENCY						
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	<b>Annual</b> (Once Per Year)	
eeeeeee. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)		2x wkly					
fffffff. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)					
gggggggg. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)					
hhhhhhh. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)					
iiiiiii. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)					
jjjjjjji. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)					
kkkkkkk. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)					
IIIIII. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)					
5. Wall /Partition Cleaning / Washing							
iii. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)				
jjj. Thorough wall / partition vacuuming and washing, as renovations require			<b>1x mo</b> (12 / yr)				
kkk.Clean partition / glass windows			<b>1x mo</b> (12 / yr)				
26. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)				
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.							
cccc. Conference rooms		<b>2x wkly</b> (104 / yr)					
dddd. Clean drawing boards in conference rooms		Na					
eeee. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas		<b>1x wkly</b> (104 / yr)					
ffff. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)					

Services			FREQU	JENCY		
11. Variable Procedures	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	12 times	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)
wwww. Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during Winter months of November 1 - April 1.		<b>1x wk</b> (52 / yr)				
xxxx. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>2x wk</b> (104 / yr)				
yyyy. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]				
zzzz. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]			
aaaaa. Replace waste receptacle liner when soiled or worn			na			

Senv	1050	FREQUENCY							
Serv	ICES	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year		
PERIO	DDIC SERVICES	N/A	N/A	N/A					
41.	General								
	wwww. Clean air bars and vents						1X/yr		
	xxxx. Dust/clean baseboards						1X/yr		
	yyyy. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr		
	zzzz. Vacuum fabric upholstered furniture						1X/yr		
	aaaaa. Additional/Emergency services						As needed or as re- quested		
42.	Intensive Floor Care								
	eeeeeee. Emergency stain / gum removal from carpet						As needed or as re- quested		
	fffffff. Spray buff finished hard floors - removing scuff marks included						12X/yr		
	ggggggg. Scrub restroom floors				4X/yr				
	hhhhhhh. Clean carpet in high traffic areas					3X/yr			
	iiiiiii. Clean carpet runners / mats					3X/yr			
	jjjjjjj. Scrub stairwell floors (not applicable)					na			
	kkkkkkk. Top strip & refinish floors						1X/yr		
	IIIIII. Strip & refinish all hard surface floors						1X/yr		
3. W	indows								
	oo. Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr		
	pp. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr			

### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

- To be determined by Contract Compliance Inspector.

### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

\*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

### PART II: VENDOR'S LOCATION PRICE SHEET

# Department of Military and Veterans Affairs – Battle Creek ANGB – Building 6998

3545 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

### A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 64.01 (695 sq ft X .0921)				
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 1,152.18 (\$64.01 X 18 months)				
***************************************					

			110FW	CIVIL ENGI	NEER W.K.I	ELLOGG AIRPOR		CREEK, MIC	HIGAN	N	
)#	CATEGORY	DESCRIPTION	USED SF	% Use	% Use Assigned	Total Use	ROOM #	TOTALS	ID#	Description	
		Marine the same of the same	an a start		17. 8. 4	Bar W. Sugara	114	55		Vestibule	
2				1.25	generation of the		115	640		Administration Area's (Rooms: 115,116,117 & 119)	+
4				1.1.1.2.22	RECEIPT:						
5 6											
6			1000 C. (1997) 1997 - C. (1997)								
8					1. <b>1.</b> 2. 1						
9						$i \in \mathbb{N}$					
0. TO	COMMON)	stáirs halls	0			100					
		Jotais	é de la compañía de l	0.09							
~~~~					TOTAL	No. and the	·				1
		S/05-Difference	Jene)							·····	-
_		C/GO/GO/C/REFERICE	No. 2 (092)				ar I				
		Total FCLT SF	0								
com	s Covered un	der Janitoral Service	-								1
	Room	Square Footage	Carpet	VCT	PT/CMT						
_	114	55			X						5
~~~	115	640		x							640
											+ 0
											(
_							15				
-							31 				
~											1
							10			· · · · · · · · · · · · · · · · · · ·	+ •
					•						
			-							· · · · · · · · · · · · · · · · · · ·	1
-											-
					·····						
_											
_											
						h.					
-	Total SF	695		640	55						
-		690		640	55				-		
	Janitorial	Reported Square For									1
	Building Cost	Footprint	0								
-	\$64.01	Mezzanine Rm Mezzanine Rm									
		Mezzanine Rm	0						1	· · · · · · · · · · · · · · · · · · ·	-[
		Total SF	0								
		ks in this Facility:	1								
ital N	umber of Unit	ets in this Facility: nals in this Facility:	1						<u> </u>		
tal N	umber of Sho	owers in this Facility:	0								
tal Ņ	umber of Wa	ter Fountians in this Facility:	0								
	Carnet	UNIT TOTALS:	2		L		M Linghia CC	~~~			
т <u></u> Т	Carpet Vinvl Compos	sition Tile	1			10	a) Usable SF	695			
- 7		Ceramic Floor Tile							l		

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

## PART I: LOCATION SPECIFICATIONS

#### PART II: VENDOR'S LOCATION PRICE SHEET

#### XXII. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## **BUILDING** #7010

CONTRACT INFORMATION					
APPROXIMATE START DATE:	12/1/2007	CONTRA DATE:	CT END	05/31/2009	
PREVIOUS CONTRACT #:	071B1001223				
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA				
CONTRACTING AGENCY NAME:	DEPARTMENT OF I AIR NATIONAL GU		VETERANS AFFAIR	S, BATTLE CREEK	
BUILDING NAME AND NUMBER:	MUNITIONS ADMIN	IISTRATION, E	BUILDING 7010		
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 400 Sentry Street, Battle Creek, Michigan				
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?					
REGION and COUNTY:	Region: 13 Cou	nty: Calhou	n		
PROCUREME	NT CONTACT	INFORMA	TION		
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHAM				
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Graha	am	CONTACT TELEPHONE #:	517-483-5803	
	grahamk@Mie		CONTACT FACISIMILE #:	517-483-5881	
PROCUREMENT OFFICE CONTACT E-MAIL:	V			51/-405-5001	
			CONTACT		
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSgt Phil Grol	1	TELEPHONE #:	269-969-3342	
/ FACILIT I MANAGER (FM) NAME:		1	CONTACT	40770753344	
			FACISIMILE		
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	.army.mil	#:	Na	

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING LOCATION INFORMATION							
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	OING M-F OFFICIAL WORKING HOURS OF BUILDIN OCCUPANTS:		0800 – 1700				
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies				
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0800 – 1700				
TOTAL BUILDING SQ. FT. TO BE CLEANED:	2,940	NUMBER OF STORIES IN BUILDING:	Single story (1 story)				
TOTAL SQ. FT. OF CARPET TO BE CLEANED:	1,893	AREA(S): SEE ATTACHED S	SPREADSHEET				
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):					
TOTAL SQ. FT. OF HARD FLOOR TO BE CLEANED:	1,047	AREA(S):					
TOTAL SQ. FT. OF <b>VINYL</b> TO BE CLEANED:	391	AREA(S):					
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	656	AREA(S):					
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:	Na	AREA(S):	AREA(S):				
TOTAL SQ. FT. OF <b>TERRAZO</b> TO BE CLEANED:	Na	AREA(S):					
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	Na	AREA(S):					
NUMBER OF RESTROOMS IN BUILDING:	2	NUMBER OF TOTAL UNITS FOR       16 (SEE NOTE         BUILDING RESTROOM(S):       BELOW)					
NOTE: RESTROOMS TO BE CLEANED ONE MONDAY PER MONTH FOLLOWING UNIT TRAINING ASSEMBLIES (UTA)		<i>NOTE, INCLUDES</i> : 1 MALE & TOILETS, 2 URINALS, 6 SINKS,	1 FEMALE - 16 UNITS (INCLUDES 4 and 3 showers)				
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	YES, "ONLY UPON REQUEST OF THE STATE AND MUST BE PRE-APPROVED"						

Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard.	NO			
What is the RECOMMENDED Level of         Insurance Risk for this Contract?         [EXAMPLE: LOW, MODERATE OR HIGH]         NOTE: DMB-OAS & AGENCY to determine				
<b>ADDITIONAL INFORMATION:</b> This is the munitions administrations building. Restrooms are to be cleaned on Monday immediately following Unit Training Assemblies (UTA).				

## C. DESCRIPTION OF SERVICE NEEDS

### TASK AND FREQUENCIES

Services	FREQUENCY								
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per vear)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		Annual (Once Per Year)			
BASIC SERVICES				N/A	N/A	N/A			
<b>22. Office Cleaning</b> ( <i>Note</i> : The days office cleaning is to occur will be determined by the Facility Manager.)		2x Wkly (104/yr)							
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>2x wkly</b> (104 / yr)							
b. Empty waste receptacles		<b>2x wkly</b> (104 / yr)							
2. Restrooms (If applicable)									
v. Close restroom		<b>2x wkly</b> (104 / yr)							
w. Empty waste receptacles		<b>2x wkly</b> (104 / yr)							
x. Fill dispensers		<b>1x wkly</b> (52 / yr)							
y. Dust		<b>1x wkly</b> (52 / yr)							
z. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)							
aa. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)							
bb. Clean and disinfect sinks		<b>2x wkly</b> (104 / yr)							
cc. Clean glass and mirrors		<b>1x wkly</b> (52 / yr)							
xxii. Clean and disinfect toilets and urinals		<b>2x wkly</b> (104 / yr)							
ee. Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.		<b>2x wkly</b> (104 / yr)							
qqqq. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		<b>2x wkly</b> (104 / yr)							
rrrr. Vacuum carpet if applicable		Na							
ssss. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)							
tttt. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)							
2 Drinking Fountains									
<ul> <li><b>3. Drinking Fountains</b> <ul> <li>a. Clean, disinfect and wipe dry</li> </ul> </li> </ul>		<b>2x wkly</b> (104 / yr)							
4. Lobbies and Corridors		(157, yi)							

Services	FREQUENCY								
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	•	Annual (Once Per Year			
mmmmmmm. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)	<b>1x Day</b> (248 / yr for trash only)	2x wkly							
nnnnnn. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)							
ooooooo. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)							
ppppppp. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)							
qqqqqqq. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)							
rrrrrrr. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)							
sssssss. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)							
ttttttt. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)							
5. Wall /Partition Cleaning / Washing									
III. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)						
mmm. Thorough wall / partition vacuuming and washing, as renovations require			<b>1x mo</b> (12 / yr)						
nnn. Clean partition / glass windows			<b>1x mo</b> (12 / yr)						
7. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)						
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.			(, <i>2,</i> , yı)						
gggg. Conference rooms		<b>2x wkly</b> (104 / yr)							
hhhh. Clean drawing boards in conference rooms		<b>Na</b>							
<ul> <li>iiii. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms &amp; adjacent office areas</li> </ul>		<b>1x wkly</b> (104 / yr)							
jjjj. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)							

Services	FREQUENCY								
11. Variable Procedures bbbbb. Empty exterior ashtrays/trash receptacles &	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year) 1x wk	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)			
clean all general areas including entrances, during Winter months of November 1 - April 1.		(52 / yr)							
ccccc. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>2x wk</b> (104 / yr)							
ddddd. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]							
eeeee. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]						
fffff. Replace waste receptacle liner when soiled or worn			na						

Services	FREQUENCY								
DERVICES	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	<b>Annual</b> (Once Per Year			
PERIODIC SERVICES	N/A	N/A	N/A						
43. General									
bbbbb. Clean air bars and vents						1X/yr			
ccccc. Dust/clean baseboards						1X/yr			
ddddd. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr			
eeeee. Vacuum fabric upholstered furniture						1X/yr			
fffff. Additional/Emergency services						As needed or as re- quested			
44. Intensive Floor Care									
mmmmmm. Emergency stain / gum removal from carpet						As needed or as re- quested			
nnnnnn. Spray buff finished hard floors - removing scuff marks included						12X/yr			
ooooooo. Scrub restroom floors				4X/yr					
ppppppp. Clean carpet in high traffic areas					3X/yr				
qqqqqqq. Clean carpet runners / mats					3X/yr				
rrrrrrr. Scrub stairwell floors (not applicable)					na				
sssssss. Top strip & refinish floors						1X/yr			
ttttttt. Strip & refinish all hard surface floors						1X/yr			
. Windows									
qq. Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr			
rr. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr				

#### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

- To be determined by Contract Compliance Inspector.

#### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

\*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

#### PART II: VENDOR'S LOCATION PRICE SHEET

### Department of Military and Veterans Affairs – Battle Creek ANGB – Building 7010

#### 400 SENTRY STREET, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

### A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 270.77 (2,940 sq ft X .0921)							
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 4,873.86 (\$270.77 X 18 months)							
****								

			110FW			E FACILITY BY BO			HIGAN		
		·				FACILITY: 7010					
D#	CATEGORY	DESCRIPTION	USED SF	% Use	% Use Assigned	Total Use	ROOM #	TOTALS	iD#	Description	
	216642			100.0%	1,226		1	94		Vestibule	
1		1	Sec. State			S. 2023. 272	2	264		Control Room	
12.15			All States	. A		1	3	161		CAS B	
100				Castar A	1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.		4	272		Mechanical Room	
30.7	<u> </u>					1994 - 249 1994 - 249	5	4,003		Age Storage	
1.00	1				Section in the		6	1,054		Trailer Maintenance	
1018		al dis 1977 die USA	10 X 10 7 7 9	W POEM.		21/2 24/20	8	32		Communications Room Janitorial Room	
之武		andi a harvarena	58 (	Barry an	August Automa	1	9	606		Computer Workstation	
溢托	COMMON)	stairs halls	4 1 4 0				10	143		NCOIC	
							11	219		Electrical Room	
		Contraction of the Total	8,602	100.0%			12	195		Men's Locker Room	
					TOTAL	9,828	13	170		Men's Restroom	
							14	102	1	Women's Locker Room	
							15	95	1	Women's Restroom	
		IS/OS Difference	De 1226				16	100		Break Room	
		Tatal COLT OF	0.000				17	291		Corridor	
		Total FCLT SF	9,828	l		<b>-</b>	18	36		Storage Room	
	+						19	719	<u>├1</u>	Classroom	
00m	S Covered un	der Janitoral Service	<u> </u>								
	Room	Square Footage	Carpet	VCT	PT/CMT						
	1	94			X						94
	2	264	х								264
	3	161	x								161
	g		X								606
	10		X								143
	12				X	· · · · · · · · · · · · · · · · · · ·					195
	13				X						170
	14				X					· · · · · · · · · · · · · · · · · · ·	102
	16			x	X						95
	17			x							100 291
	19		x	<u> </u>							719
	1	/10	<u> </u>								/19
	†		1								
											1
									-		0
											0
											0
											0
						<b> </b>					0
				<u> </u>							0
											0
									-		0
			-								0
											0
		· · · · · · · · · · · · · · · · · · ·			1						0
											0
								<b>L.</b>			0
											0
											0
											0
					-						0
	Total SF	2,940	1,893	391	656						
_	lonitor!-!	Depart 10									
	Janitorial	Reported Square Fo	otage								
	Building Cost \$270.77	Footprint Mezzanine Rm	9,828								
-	WEIV.11	Mezzanine Rm	0								
		Mezzanine Rm									
		Total SF	9,828								
ntai M	Number of Sin	ks in this Building:	6					-			
		lets in this Building:	4							Arrest	
		nals in this Building:									<u> </u>
		owers in this Building:	2								
			3						-		
tal N	vumber of Wa	ter Fountians in this Building	1								
 >T ·	Carpet	UNIT TOTALS:	16		L			0.000			
		aition Tile			1		a Usable SF	8,602			
	Vinyl Compo Concrete	SILUTITIE									

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

### PART I: LOCATION SPECIFICATIONS

#### PART II: VENDOR'S LOCATION PRICE SHEET

#### XXIII. LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

### **BUILDING #7020**

CONTRACT INFORMATION								
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009				
PREVIOUS CONTRACT #:	071B1001223							
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA							
CONTRACTING AGENCY NAME:		DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE						
BUILDING NAME AND NUMBER:	Civil Engineer Co	mplex, Build	ling 7020					
BUILDING ADDRESS:	Battle Creek Air N Battle Creek, Mic		rd Base, 3545 Mu	stang Avenue,				
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?	No							
REGION and COUNTY:	Region - Calhou	n County						
PROCUREME		NFORMA	TION					
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHA	м						
	Kimborly Crobo		CONTACT TELEPHONE #:	517-483-5803				
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Graha		#. CONTACT FACISIMILE	517-405-5005				
PROCUREMENT OFFICE CONTACT E-MAIL:	y ananik wind	mgan.go	#:	517-483-5881				
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSGT. Phil Gro	511	CONTACT TELEPHONE #:	269-969-3342				
CCI / FM CONTACT E-MAIL:	Phillip.groll@us	.army.mil	CONTACT FACISIMILE #:	Na				

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING LOCATION INFORMATION								
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS OF BUILDING OCCUPANTS:	0730 – 1630					
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies					
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0730 – 1630					
TOTAL BUILDING SQ. FT. TO BE CLEANED:	13,304	NUMBER OF STORIES IN BUILDING:	Single story (1 story)					
TOTAL SQ. FT. OF <b>CARPET</b> TO BE CLEANED:	5,068	AREA(S): SEE ATTACHED S	SPEADSHEET					
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):						
TOTAL SQ. FT. OF HARD FLOOR/VINYL TILE TO BE CLEANED:	4,630	AREA(S):						
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	2,882	AREA(S):						
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:		AREA(S):						
TOTAL SQ. FT. OF <b>TERRAZO</b> TO BE CLEANED:	Na	AREA(S):						
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:	724	AREA(S):						
NUMBER OF RESTROOMS IN BUILDING:	4	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)						
Note: Restrooms to be cleaned one monday per month following Unit Training Assemblies (UTA)		<i>NOTE, INCLUDES</i> : 2 MALE/2 FEMALE 22 UNITS INCLUDES 4 TOILETS, 2 URINALS, 6 SINKS, 3 SHOWERS.						
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	YES, "ONLY UPON REQUEST OF THE STATE AND MUST BE PRE-APPROVED"							
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard (see specifications for cleaning standards.	LOCKER ROOM, FITNESS ROOM							

What is the RECOMMENDED Level of	
Insurance Risk for this Contract?	
[EXAMPLE: LOW, MODERATE OR HIGH]	
NOTE: DMB-OAS & AGENCY to determine	

Moderate

**ADDITIONAL INFORMATION:** This building is the civil engineer complex. Restrooms are to be cleaned an additional once per month on Monday immediately following Unit Training Assemblies.

## C. DESCRIPTION OF SERVICE NEEDS

### TASK AND FREQUENCIES

Services	FREQUENCY								
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per vear)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		Annual (Once Per Year)			
BASIC SERVICES				N/A	N/A	N/A			
<b>23. Office Cleaning</b> ( <i>Note</i> : The days office cleaning is to occur will be determined by the Facility Manager.)		3x Wkly (156/yr)							
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>3x wkly</b> (156 / yr)							
b. Empty waste receptacles		<b>3x wkly</b> (156 / yr)							
2. Restrooms (If applicable)									
w. Close restroom		<b>3x wkly</b> (156 / yr)							
x. Empty waste receptacles		<b>3x wkly</b> (156 / yr)							
y. Fill dispensers		<b>2x wkly</b> (104 / yr)							
z. Dust		Na							
aa. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)							
bb. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)							
cc. Clean and disinfect sinks		<b>3x wkly</b> (156 / yr)							
dd. Clean glass and mirrors		<b>3x wkly</b> (156 / yr)							
xxiii. Clean and disinfect toilets and urinals		<b>3x wkly</b> (156 / yr)							
ff. Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.		<b>2x wkly</b> (104 / yr)							
uuuu. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		<b>3x wkly</b> (156 / yr)							
vvvv. Vacuum carpet if applicable		<b>3x wkly</b> (156 / yr)							
wwww. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)							
xxxx. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)							
3. Drinking Fountains									
a. Clean, disinfect and wipe dry		<b>2x wkly</b> (104 / yr)							
4. Lobbies and Corridors		(157, yi)							

Services	FREQUENCY								
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)			
uuuuuu. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)		2x wkly							
vvvvvvv. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)							
wwwwww. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)							
xxxxxxx. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)							
yyyyyyy. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)							
zzzzzzz. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)							
aaaaaaaa. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)							
bbbbbbbb. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)							
5. Wall /Partition Cleaning / Washing									
ooo. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)						
ppp. Thorough wall / partition vacuuming and washing, as renovations require			<b>1x mo</b> (12 / yr)						
qqq. Clean partition / glass windows			<b>1x mo</b> (12 / yr)						
28. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)						
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.			(.2, y)						
kkkk. Conference rooms		<b>2x wkly</b> (104 / yr)							
IIII. Clean drawing boards in conference rooms		Na							
mmmm. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas		<b>2x wkly</b> (104 / yr)							
nnnn. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)							

Services	FREQUENCY							
44 Veriekle Pressekurse	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)		
11. Variable Procedures           ggggg.         Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during Winter months of November 1 - April 1.		<b>1x wk</b> (52 / yr)						
hhhhh. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>3x wk</b> (156 / yr)						
iiiii. Entry leaf removal/sweeping fall season		1x wk (more if needed) [52 / yr]						
jjjjj. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			1x mo (more if needed) [12 / yr]					
kkkkk. Replace waste receptacle liner when soiled or worn			na					

SERVICEO	FREQUENCY							
Services	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		Annual (Once Per Year)		
Periodic Services	N/A	N/A	N/A					
45. General		•						
ggggg. Clean air bars and vents						1X/yr		
hhhhh. Dust/clean baseboards						1X/yr		
<ul> <li>iiiii. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)</li> </ul>						1X/yr		
jjjjj. Vacuum fabric upholstered furniture						1X/yr		
kkkkk. Additional/Emergency services						As needed or as re- quested		
46. Intensive Floor Care								
uuuuuuu. Emergency stain / gum removal from carpet						As needed or as re- quested		
vvvvvvv. Spray buff finished hard floors - removing scuff marks included						12X/yr		
wwwwww. Scrub restroom floors				4X/yr				
xxxxxxx. Clean carpet in high traffic areas					3X/yr			
yyyyyyy. Clean carpet runners / mats					3X/yr			
zzzzzz. Scrub stairwell floors (not applicable)					na			
aaaaaaaa. Top strip & refinish floors						1X/yr		
bbbbbbbb. Strip & refinish all hard surface floors						1X/yr		
3. Windows								
ss. Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr		
tt. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr			

#### NOTE:

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

- To be determined by Contract Compliance Inspector.

#### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

\*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

#### PART II: VENDOR'S LOCATION PRICE SHEET

### Department of Military and Veterans Affairs – Battle Creek ANGB – Building 7020

#### 3545 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

### A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 1,225.30 (13,304 sq ft X .0921)						
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 22,055.40 (\$1,225.30 X 18 months)						
***************************************							

			110534			DE EACILITY BY B KELLOGG AIRPOI				AL A	Pag
			11059	OIVIL ENGI	NCCH W.K.	FACILITY: 7020		JILEEK, MIC	люА	<b>v</b>	
					r	FACILITT: 7020					
	-				% Use	Total					
D # 0		DESCRIPTION	USED SF	% Use	Assigned	Use	ROOM #	TOTALS	ID #	Description	
S 1	219943					Station 0	100	110		Vestibule	
2	219944	South State			0. 65. 6		101	436		Lobby	
3	219947		*0		O		102	2,249		Classroom's (Rooms: 102, 104 & 105)	
- 4	610127	1. 12 A. 19 Martin	о С		Ó 🦾		103	1,490		Corridor	
- 5	610913					0	106	187		Break Room	
		alatin Maria					108	190		Stair	
							109	218		Vending	
8			22 N & & & & & & & & & & & & & & & & & &			CARLES AND	111	225		Women's Locker Room	
9				Successive The Local		Metal (	112	379		Men's Locker Room/Vestibule Rooms: 112 & 112A)	
10	COMMONY	tairs halls	0				112A	58		Men's Vestibule	
					4		114	98		Corridor	
		Fotais	2 O	0.0%			115	568		Disaster Prep Techs	
					FOTAL		116	140		Disaster Prep NCOIC/Control	
							117	92		Disaster Prep OIC	
							118	127		Training Office	
		S/OS Difference	Be D(13,517)				119	99		Testing	
							120	181	L	Stair	
		Total FCLT SF	0				123	109		Hail	
							124	227		Work Control	
[							125	173		State Supervisor	
ooms	Covered un	der Janitoral Service					126	238		Material Control	
	Room	Square Footage	Carpet	VCT	PT/CT/QT	RF	127	580		Hall	
	100	110	X				132	381		Superintendent Office	110
	101	436			X		135	247		Library Tech	436
	102	2249		х			136	61		Restroom	2249
	103	1490			X		137	213		Paint/Signage Work Shop	1490
	106	187		х			200	1,040		Hallways (Rooms: 200, 210 & 211)	187
	108	190	x				201	1,909		Second Floor Offices (201,202,203,204,205,206,207,&20	190
	109	218			x		214	145	· · · · ·	Copy Room	218
-1	111	225			x		221	44		Toilet	225
	112	379			x		221	32		Toilet	379
	112A	58			x		223	1,021		Engineering/Drafting	
	114	98	x				225	215		Deputy BCE	58 98
	115	568	x			····	XXX	35			
-+	116	140						35		Elevator	568
			X								140
-	117	92	X								92
	118	127									127
	119	99	<u>x</u>					<u> </u>			99
-	120	181	X								181
-	123	109				X					109
	124	227		<u> </u>					<u> </u>	······································	227
	125	173	x								173
	126	238		x					-		238
	127	580				x					580
-	132	381		X							381
_	135	247		x							247
_	136	61		X							61
	200	1040	<u> </u>	X	-						1040
_	201	1909	X								1909
_	214	145	X							n=	145
	221	44	-		X						44
	222	32			x						32
	223	1021	X								1021
	225	215	X						<u> </u>		215
	XXX	35				X			-		35
											0
											0
Ĩ	otal SF	13,304	5,068	4,630	2,882	724					
	anitorial	Reported Square For	otage								
	Building Cost	Footprint									
\$	1,225.30	Mezzanine Rm	0						L		
		Mezzanine Rm	0								
		Mezzanine Rm	0								
		Total SF	0								
otal Ni	umber of Sin	ks in this Building:	7								
		ets in this Building:	7								
									-		
		als in this Building:	3		<u> </u>						
		wers in this Building:	3								
tel Ni	umber of Wa	ter Fountians in this Building	2		-						
narin		UNIT TOTALS:	22								
PT = (	Carpet Vinyl Compos					10	Usable SF	13,517			

# MAINTENANCE, REPAIR & OPERATIONS (MRO)

# JANITORIAL SERVICES – CONTRACT 071B1001223

### PART I: LOCATION SPECIFICATIONS

#### PART II: VENDOR'S LOCATION PRICE SHEET

#### **XXIV.** LOCATION SPECIFICATIONS

A. CONTRACT AND CCI INFORMATION

## **BUILDING #7040**

CONTRACT INFORMATION								
APPROXIMATE START DATE:	12/01/2007	CONTRA DATE:	CT END	05/31/2009				
PREVIOUS CONTRACT #:	071B1001223							
NUMBER OF YEARS / OPTIONS EFFECTIVE:	NA							
CONTRACTING AGENCY NAME:	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK AIR NATIONAL GUARD BASE							
BUILDING NAME AND NUMBER:	Vehicle Maintenar	nce Comple	x, Building 7040					
BUILDING ADDRESS:	Battle Creek Air National Guard Base, 3545 Mustang Avenue, Battle Creek, Michigan							
IS THIS LOCATION CURRENTLY ON CRO "SET ASIDE" STATUS?	No							
REGION and COUNTY:	Region - Calhour	o County						
PROCUREME	NT CONTACT I	NFORMA	TION					
PROCUREMENT OFFICE NAME:	KIMBERLY GRAHAM	И						
	Kinchenke Cashe		CONTACT TELEPHONE	517 492 5902				
PROCUREMENT OFFICE CONTACT NAME:	Kimberly Graha		#: CONTACT	517-483-5803				
PROCUREMENT OFFICE CONTACT E-MAIL:	grahamk@Mic v	higan.go	FACISIMILE #:	517-483-5881				
CONTRACT COMPLIANCE INSPECTOR (CCI) / FACILITY MANAGER (FM) NAME:	MSGT. Phil Gro	511	CONTACT TELEPHONE #:	269-969-3342				
CCI / FM CONTACT E-MAIL:	Phillip.groll@us.	army.mil	CONTACT FACISIMILE #:	Na				

#### B. BUILDING SPECIFICATION INFORMATION

BUILDING LOCATION INFORMATION								
OFFICIAL WORKING DAYS OF BUILDING OCCUPANTS:	M-F	OFFICIAL WORKING HOURS OF BUILDING OCCUPANTS:	0730 – 1630					
NUMBER OF EMPLOYEES:		APPROXIMATE DAILY VISITORS:	Varies					
IDENTIFY DAYS OF CLEANING SERVICE:	M-F	IDENTIFY HOURS OF CLEANING SERVICE:	0730 – 1630					
TOTAL BUILDING SQ. FT. TO BE CLEANED:	2,853	NUMBER OF STORIES IN BUILDING:	Single story (1 story)					
TOTAL SQ. FT. OF <b>CARPET</b> TO BE CLEANED:	53	AREA(S): SEE ATTACHED S	SPREADSHEET					
TOTAL SQ. FT. OF "HIGH TRAFFIC" CARPET AREA(s) TO BE CLEANED:		AREA(S):						
TOTAL SQ. FT. OF HARD FLOOR/VINYL TILE TO BE CLEANED:	2.273	AREA(S):						
TOTAL SQ. FT. OF CERAMIC TO BE CLEANED:	527	AREA(S):						
TOTAL SQ. FT. OF <b>CEMENT</b> TO BE CLEANED:		AREA(S):						
TOTAL SQ. FT. OF <b>TERRAZO</b> TO BE CLEANED:	Na	AREA(S):						
TOTAL SQ. FT. OF <b>RUBBER</b> TO BE CLEANED:		AREA(S):						
NUMBER OF RESTROOMS IN BUILDING:	2	NUMBER OF TOTAL UNITS BUILDING RESTROOM(S)	11/0					
Note: Restrooms to be cleaned one monday per month following Unit Training Assemblies (UTA)		<i>NOTE, includes</i> : 1 Male/1 Female 14 units includes 4 toilets 2 urinals, 4 sinks, 2 showers.						
Is window cleaning to be included on this contract? <i>Note:</i> Specify if Interior and / or Exterior and Number of Floors – typically 1st Floor for Exterior.	YES, "ONLY UPON REQUEST OF THE STATE AND MUST BE PRE-APPROVED"							
Does location have child play area(s), gymnasium, locker room, etc? If so, please identify along with cleaning standard (see specifications for cleaning standards.	LOCKER ROOM, FITNESS ROOM							

What is the RECOMMENDED Level of
Insurance Risk for this Contract?
[EXAMPLE: LOW, MODERATE OR HIGH]
NOTE: DMB-OAS & AGENCY to determine

Moderate

**ADDITIONAL INFORMATION:** This building is the vehicle maintenance complex. Restrooms are to be cleaned an additional once per month on Monday immediately following Unit Training Assemblies.

## C. DESCRIPTION OF SERVICE NEEDS

### TASK AND FREQUENCIES

Services	FREQUENCY							
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		Annual (Once Per Year)		
BASIC SERVICES	[ ] ] ] ] ] ] ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] ] [ ] [ ] [ ] ] [ ] [ ] ] [ ] [ ] [ ] ] [ ] [ ] [ ] [ ] ] [ ] [ ] ] [ ] [ ] [ ] [ ] ] [ ] [ ] [ ] [ ] ] [ ] [ ] [ ] [ ] ] [ ] [ ] [ ] [ ] ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	<u> </u>	<u> </u>	N/A	N/A	N/A		
<b>24. Office Cleaning</b> ( <i>Note</i> : The days office cleaning is to occur will be determined by the Facility Manager.)		3x Wkly (156/yr)						
<ul> <li>a. Vacuum carpet, sweep &amp; damp mop hard surface floor if applicable. Remove spots/stains from carpet.</li> </ul>		<b>3x wkly</b> (156 / yr)						
b. Empty waste receptacles		<b>3x wkly</b> (156 / yr)						
2. Restrooms (If applicable)								
x. Close restroom		<b>3x wkly</b> (156 / yr)						
y. Empty waste receptacles		<b>3x wkly</b> (156 / yr)						
z. Fill dispensers		<b>2x wkly</b> (104 / yr)						
aa. Dust		Na						
bb. Clean and disinfect waste receptacles		<b>1x wkly</b> (52 / yr)						
cc. Thoroughly sweep with broom before Mopping		<b>2x wkly</b> (104 / yr)						
dd. Clean and disinfect sinks		<b>3x wkly</b> (156 / yr)						
ee. Clean glass and mirrors		<b>3x wkly</b> (156 / yr)						
xxiv. Clean and disinfect toilets and urinals		<b>3x wkly</b> (156 / yr)						
gg. Clean and disinfect wall around toilets and urinals, stall and entry doors, and partitions between toilets, urinals and sinks. Also perform any obvious spot cleaning.		<b>2x wkly</b> (104 / yr)						
yyyy. Damp mop (Note: Damp mops used in restrooms are not to be used for non-restroom areas.) Mop water should be clean and refreshed after each restroom cleaning.		<b>3x wkly</b> (156 / yr)						
zzzz. Vacuum carpet if applicable		<b>3x wkly</b> (156 / yr)						
aaaaa. Maintain floor drain(s)/traps free of odors		<b>2x wkly</b> (104 / yr)						
bbbbb. Service restrooms as requested by Facility Manager		<b>2x wkly</b> (104 / yr)						
3. Drinking Fountains								
a. Clean, disinfect and wipe dry		<b>2x wkly</b> (104 / yr)						
4. Lobbies and Corridors		(10+/yi)						

Services	FREQUENCY							
	Daily (Each time scheduled to clean; 104 times per year)	Weekly (Twice per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)		<b>Annual</b> (Once Per Year)		
cccccccc. Empty trash/recyclable paper pick up (Trash in lobbies to be emptied daily)		2x wkly						
dddddddd. Remove carpet runners, clean floor and replace runners		<b>2x wkly</b> (104 / yr)						
eeeeeeee. Vacuum carpet and runners		<b>2x wkly</b> (104 / yr)						
ffffffff. Dust mop/Sweep		<b>2x wkly</b> (104 / yr)						
gggggggg. Damp mop or machine scrub		<b>2x wkly</b> (104 / yr)						
hhhhhhh. Maintain clean glass - includes entrance doors		<b>1x wkly</b> (104 / yr)						
iiiiiiiii. Completely dust all fixtures - includes ledges, edges, shelves, exposed pipe, furniture, partitions, door-frames, etc.		<b>1x wkly</b> (104 / yr)						
jjjjjjjj. Damp wipe all non-upholstered furniture, tables & counter areas		<b>2x wkly</b> (104 / yr)						
5. Wall /Partition Cleaning / Washing								
rrr. Spot cleaning - including light switches			<b>1x mo</b> (12 / yr)					
sss.Thorough wall / partition vacuuming and washing, as renovations require			<b>1x mo</b> (12 / yr)					
ttt. Clean partition / glass windows			<b>1x mo</b> (12 / yr)					
29. Thoroughly Clean Store Rooms/Janitor Closets			<b>1x mo</b> (12 / yr)					
7. High Use Areas Special attention must be given to the areas listed below. Both schedules & duties will be conducted as indicated. The Facility Manager reserves the right to schedule the activities listed in this section. Cleaning to include: vacuum carpet, sweep & damp mop hard surface floors, remove spots/stains from carpet and empty waste receptacles as applicable.								
oooo. Conference rooms		<b>2x wkly</b> (104 / yr)						
pppp. Clean drawing boards in conference rooms		Na						
qqqq. Lunch/break rooms, coffee areas, vending machine areas, concession stands, lounges, recreation areas, computer rooms & adjacent office areas		<b>2x wkly</b> (104 / yr)						
rrrr. Includes cleaning of table and counter tops		<b>2x wkly</b> (104 / yr)						

Services	FREQUENCY							
11. Variable Procedures	Daily (Each time scheduled to clean; 104 times per year)		Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	-Annual (2 times	Annual (Once Per Year)		
IIIII. Empty exterior ashtrays/trash receptacles & clean all general areas including entrances, during Winter months of November 1 - April 1.		<b>1x wk</b> (52 / yr)						
mmmmm. Empty exterior ashtrays / trash receptacles & clean all general areas including entrances, during Summer months of April 1 - October 31.		<b>3x wk</b> (156 / yr)						
nnnnn. Entry leaf removal/sweeping fall season		<b>1x wk</b> (more if needed) [52 / yr]						
ooooo. Wash all waste receptacles (inside & out) which present a soiled or odorous condition & disinfect			<b>1x mo</b> (more if needed) [12 / yr]					
ppppp. Replace waste receptacle liner when soiled or worn			na					

Services	FREQUENCY							
DERVICES	Daily (Each time scheduled to clean; 365 per year)	Weekly (Once per week; 52 times per year)	Monthly (Once per month; 12 times per year)	Quarterly (Once per Quarter; 4 times per year)	Semi -Annual (2 times per year)	<b>Annual</b> (Once Per Year		
Periodic Services	N/A	N/A	N/A					
47. General								
IIII. Clean air bars and vents						1X/yr		
mmmmm.Dust/clean baseboards						1X/yr		
nnnnn. Dust clean blinds, curtains, window treatments (contractor to consult with CCI to obtain approval of form of cleaning to be utilized to not damage)						1X/yr		
ooooo. Vacuum fabric upholstered furniture						1X/yr		
ppppp. Additional/Emergency services						As needed or as re- quested		
48. Intensive Floor Care								
ccccccc. Emergency stain / gum removal from carpet						As needed or as re- quested		
dddddddd. Spray buff finished hard floors - removing scuff marks included						12X/yr		
eeeeeeee. Scrub restroom floors				4X/yr				
ffffffff. Clean carpet in high traffic areas					3X/yr			
gggggggg. Clean carpet runners / mats					3X/yr			
hhhhhhh. Scrub stairwell floors (not applicable)					na			
iiiiiiiii. Top strip & refinish floors						1X/yr		
jjjjjjjj. Strip & refinish all hard surface floors						1X/yr		
3. Windows								
uu. Clean Windows on <b>Exterior</b> of building (inside and outside)						1X/yr		
vv. Clean Windows on <b>Interior</b> of building (inside and outside) [i.e., receptionist area, etc.]					3X / yr			

Services requested by the Facility Manager and performed by the contractor, which are beyond the scope of this service contract, shall be billed separately at the hourly rate quoted by the contractor for additional / emergency services.

#### SUPPLEMENTARY TASKS\*

- To be determined by Contract Compliance Inspector.

#### NOTES AND ADDITIONAL INFORMATION

- All cleaning schedules are to be established with and approved by the Contract Compliance Inspector (CCI) at the beginning of the contract period. Service delivery begin date will be determined by CCI. Any deviation from the established schedule must be <u>pre-approved</u> by the CCI.
- All periodic services must be priced and invoiced separately from the basic services. Delivery
  and performance of all periodic services must be <u>pre-approved</u> by the CCI or their designee
  pursuant to the schedule as approved by the CCI.

Replenishable Item	Provided by
Paper towels	By agency
Hand soap	By agency
Feminine Sanitary vending supplies & Disposal bags	na
Toilet tissue	By agency
Plastic Trash Can Liners	By Agency
Air Fresheners	By Contractor
All Cleaning Supplies/Solutions/Equipment	By Contractor

#### \*\*RESPONSIBILITY FOR REPLENISHABLE SUPPLIES\*\*

\*\*\* ALL CLEANING SUPPLIES ARE TO BE PROVIDED BY THE CONTRACTOR \*\*\*

#### PART II: VENDOR'S LOCATION PRICE SHEET

### Department of Military and Veterans Affairs – Battle Creek ANGB – Building 7040

#### 3545 MUSTANG AVENUE, BATTLE CREEK, MICHIGAN 49012

TOTAL AVERAGE cost per square foot per month: \$.0921

TOTAL AVERAGE cost per square foot per year: \$.0921

### A. TOTAL COSTS

TOTAL QUOTE FOR ONE MONTH:	\$ 262.76 + 5.00 xtra chrg. (2,853 sq ft X .0921)							
TOTAL QUOTE FOR 1.5 (18 MONTHS) YEARS:	\$ 4,819.68 (\$267.76 X 18 months)							
***************************************								

FACILITY: 7040         USE DSF         % USE Assigned         Total USE         POOM #         TOTALS         ID #         Description           2         214467         State         5605         37.6795         37.488         57.072         101         395         SMaintenance Control Anaylsis         31.010/vestule - Entryway				110FW	CIVIL ENGIN	EER W.K.K	ELLOGG AIRPO		REEK, MIC	HIGAN	4	
Display         Display <t< th=""><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></t<>												
3         14402         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         14404         144												
B         1447         2000000000000000000000000000000000000						Assigned						
A 10.22 PETACK 2 AUM             Sciences 2 August 2	2			4,608	e 157.9%	1,184				10	Vesibule - Entryway	
A         Status or an average bracket or average bracket	24			2054	10.2%	332 600	022					+
G         Energy sectors         Sources         <	4	010121	ALL OLG ADWAY		20.07	028	2,062			2	Mechanical Mezzanine Stairs	
Society in the second of the second												
Image: Second	16											
Backbarrier         Backbarrier         Backbarrier         Backbarrier         Backbarrier           Control III         Schwarr         100         Schwarr         100         Schwarr         100           Schwarr         Schwarr         111         100         Schwarr         100         Schwarr         100           Schwarr         Schwarr         Schwarr         Schwarr         111         100         Schwarr         100         100         Schwarr         100         Schwarr         100         Schwarr         100         10	17			CSP 11 Provent	6	AND THE REAL PROPERTY.						
Backbarrier         Backbarrier         Backbarrier         Backbarrier         Backbarrier           Control III         Schwarr         100         Schwarr         100         Schwarr         100           Schwarr         Schwarr         111         100         Schwarr         100         Schwarr         100           Schwarr         Schwarr         Schwarr         Schwarr         111         100         Schwarr         100         100         Schwarr         100         Schwarr         100         Schwarr         100         10	8					Same Carlo						
COLUMENT BARE AND	39			Server and the	an a							
Second	10 0	OMMON)	itairs hails	906								
Image: Income in the second								110	322	10	Men's Latrine	
Image: Serie Control of Con			Totals	7,952	100.0%							
Image: second	_					TOTAL	9,996					
Body Statistics         115         117         The State         116         120         The State         118         1280         20 March Baye         118         1280         118         1280         118         118         1280         118         118         118         1280         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118         118<												
116     1280     118     1280     119     1280     119     186     1280     119     186     1280     119     186     1280     119     186     1280     119     186     1280     119     186     1280     119     186     120     119     186     120     119     186     120     119     186     120     119     186     120     119     186     120     119     186     120     119     186     120     119     180     119     180     119     180     119     119     119     110     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     119     <	-		PUND PU	Bar Charles Provider								
Image: state			served and a summariance	10003100070138						1	I-luids Storage	+
Image: State Protocol Structure         Image: State P	-+-		Total ECLT OF	0.000								
Covered uper Janitical Service         Caneel         VCT         PTC/DAT           Boom         State Footaga         Caneel         VCT         PTC/DAT         State Footaga	+		IVIAI FULT OF									
Room         Square Footoge         Carget         VCT         PT/CAT         Square Footoge         Square Foot	+							119	326			
Room         Square Footoge         Carget         VCT         PT/CAT         Square Footoge         Square Foot	misr	Covered un	der Janitoral Service								· · · · · · · · · · · · · · · · · · ·	
100     39     X			Square Footage	Carpet	VCT	PT/CMT						1.
101     395     X		100	53									53
103     370     X		101	395	-	х							395
104         605         X					Х							
108     208     X												605
106         205         X         X         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A         A <td></td> <td>206</td>												206
110       322       X       323         113       179       X       323         119       328       X       324         119       328       X       324         119       328       X       324         119       328       X       10         119       328       X       10         119       119       119       119       119         110       119       119       119       119         119       119       119       119       119         119       119       119       119       119       119         119       119       119       119       119       119       119         119       119       119       119       119       119       119         119       119       119       119       119       119       119         119       119       119       119 <td></td> <td></td> <td></td> <td></td> <td><u>X</u></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>192</td>					<u>X</u>							192
113       172       X       380       170       380       170       380       170       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380       380												205
119       326.       X       326.       X       326.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       327.       32	-					<u> </u>						
Image: Section of the Subling:         4         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1         1 <td< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></td<>												
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr	-	119	320		X							326
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr	-										· · · · · · · · ·	
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr												
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr	-					· · ·						
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr												
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr												
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr												
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr	1											0
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr												C
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr												0
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr												0
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr			and the second sec									
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr												C
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr	-		*****									C
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr	+-		~~~~~~								······	-  0
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr	+											C
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr												°
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr	-+											
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr												
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr	-										· · · · · · · · · · · · · · · · · · ·	- <u> </u>
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr												0
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr												
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr	T											1 0
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr												C
Janitarial         Reported Square Footprint         9,996         Control         Contro         Contr			· · · · · · · · · · · · · · · · · · ·									
Building Cost         Feotprint         9,996             262.76         Mezzanine Rm         0	To	tal SF	2,853	53	2,273	527						
Building Cost         Feotprint         9,996             262.76         Mezzanine Rm         0	+	- No. of a	D									
S262.76         Mezzanine Rm         0         Image: Constraint of the second										~		+
Mezzanine Rm         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0 <t< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></t<>												
Mezzanine Pm         0         0           Total SF         9,996         0         0           Number of Sinks in this Building:         4         0         0           Number of Tolets in this Building:         4         0         0           Number of Urinals in this Building:         2         0         0           Number of Urinals in this Building:         2         0         0           Number of Showers in this Building:         2         0         0           Number of Vater Fountans in this Building:         2         0         0           UNITY TOTALS:         14         0         0         0           Carpet         0         0         0         0         0	20	02.70										
Total SF         9,996         Image: Control of Sinks in this Building:         4         Image: Control of Sinks in the Suilding:         4         4         4	+											
Number of Sinks in this Building:         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4         4												+
Number of Toilets in this Building:         4         6         6           Number of Urinals in this Building:         2         6         6           Number of Water Fountians in this Building:         2         6         6           Number of Water Fountians in this Building:         2         6         6           Jumber of Water Fountians in this Building:         2         6         6           Carpet         6         6         6         6	d Nice	nhor of Sin!									-1	+
Number of Urinals in this Building:         2              Number of Showers in this Building:         2												+
Number of Showers in this Building:         2         2         2           Number of Water Fountians in this Building         2                                                                                                              <												
Number of Water Fountians in this Building         2							14					
Carpet     Compdstion Tile     Vinyl Compdstion Tile												
= Carpet 053 Usable SF 8,856	ıl Nur	nber of Wat										
= Vinyl Composition Tile	1		UNIT TOTALS:	14								
= Vinyl Compdisition Tile								dal Usable SF	8,858			
	'≃ Vi	nyl Compos	ition Tile					<b>M</b>				