

JANITORIAL SERVICE SPECIFICATIONS

ADDRESS:	115 S. CLAIRBORNE	
	OLATHE, KS	
APPROXIMATE TOTAL AREA (SQARE FEET) TO BE CLEANED:	3033	SQUARE FEET
MILITARY SERVICE:	ARMY, NAVY, MARINE CORPS & AIR FORCE RECRUITING	
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:		
FREQUENCY	WORK TO BE ACCOMPLISHED	
3 times each week (Mon, Wed, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Damp mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.	
2 times each month (1st & 3rd weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Damp mop carpet protectors.	
1 time each month	Buff hard surfaced floors. Scour trash receptacles.	
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.	
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.	

Janitorial Service Specifications (page 1 of 1)

EXHIBIT B

00018#

JANITORIAL SERVICE SPECIFICATIONS

ADDRESS:	7711 N. OAK TRAFFICWAY	
	KANSAS CITY, MO	
APPROXIMATE TOTAL AREA (SQUARE FEET) TO BE CLEANED:	3060	SQUARE FEET
MILITARY SERVICE:	ARMY, NAVY, MARINE CORPS & AIR FORCE RECRUITING	
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:		
FREQUENCY	WORK TO BE ACCOMPLISHED	
3 times each week (Mon, Wed, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Dump mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.	
2 times each month (1st & 3rd weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Dump mop carpet protectors.	
1 time each month	Buff hard surfaced floors. Scour trash receptacles.	
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.	
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.	

Janitorial Service Specifications (page 1 of 1)

EXHIBIT B
0001AB

JANITORIAL SERVICE SPECIFICATIONS

ADDRESS:	3909 MAIN ST. KANSAS CITY, MO	
APPROXIMATE TOTAL AREA (SQUARE FEET) TO BE CLEANED:	1735	SQUARE FEET
MILITARY SERVICE:	ARMY RECRUITING	
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:		
FREQUENCY	WORK TO BE ACCOMPLISHED	
3 times each week (Mon, Wed, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Dump mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.	
2 times each month (1st & 3rd weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Dump mop carpet protectors.	
1 time each month	Buff hard surfaced floors. Scour trash receptacles.	
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.	
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.	

Janitorial Service Specifications (page 1 of 1)

EXHIBIT B
0001 AC

JANITORIAL SERVICE SPECIFICATIONS

ADDRESS:	7510 STATE AVE. KANSAS CITY, KS	
APPROXIMATE TOTAL AREA (SQUARE FEET) TO BE CLEANED:	2786	SQUARE FEET
MILITARY SERVICE:	ARMY, NAVY & MARINE CORPS RECRUITING	
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:		
FREQUENCY	WORK TO BE ACCOMPLISHED	
3 times each week (Mon, Wed, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Damp mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.	
2 times each month (1st & 3rd weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Damp mop carpet protectors.	
1 time each month	Buff hard surfaced floors. Scour trash receptacles.	
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.	
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.	

Janitorial Service Specifications (page 1 of 1)

EXHIBIT B

0001 AD

JANITORIAL SERVICE SPECIFICATIONS

ADDRESS:	2709 CANTRELL RD. HARRISONVILLE, MO
APPROXIMATE TOTAL AREA (SQUARE FEET) TO BE CLEANED:	1000 SQUARE FEET
MILITARY SERVICE:	ARMY RECRUITING OFFICE
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:	
FREQUENCY	WORK TO BE ACCOMPLISHED
2 times each week (Tues, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Damp mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.
2 times each month (1st & 3rd weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Damp mop carpet protectors.
1 time each month	Buff hard surfaced floors. Scour trash receptacles.
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.
As needed	Remove snow and ice from sidewalks, driveways, parking areas adjacent to leased premises. Remove snow when accumulated to more than 2 inches.

JANITORIAL SERVICE SPECIFICATIONS

ADDRESS:	819 WASHINGTON ST. CHILLICOTHE, MO
APPROXIMATE TOTAL AREA (SQUARE FEET) TO BE CLEANED:	700 SQUARE FEET
MILITARY SERVICE:	MARINE CORPS RECRUITING OFFICE
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:	
FREQUENCY	WORK TO BE ACCOMPLISHED
2 times each week (Tues, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Damp mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.
2 times each month (1st & 3rd weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Damp mop carpet protectors.
1 time each month	Buff hard surfaced floors. Scour trash receptacles.
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.
As needed	Remove snow and ice from sidewalks, driveways, parking areas adjacent to leased premises. Remove snow when accumulated to more than 2 inches.

JANITORIAL SERVICE SPECIFICATIONS

ADDRESS:	12121 BLUE RIDGE EXT.	
	GRANDVIEW, MO	
APPROXIMATE TOTAL AREA (SQUARE FEET) TO BE CLEANED:	3009	SQUARE FEET
MILITARY SERVICE:	ARMY, NAVY, AIR FORCE & MARINE CORPS RECRUITING	
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:		
FREQUENCY	WORK TO BE ACCOMPLISHED	
3 times each week (Mon, Wed, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Damp mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.	
2 times each month (1st & 3rd weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Damp mop carpet protectors.	
1 time each month	Buff hard surfaced floors. Scour trash receptacles.	
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.	
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.	

Janitorial Service Specifications (page 1 of 1)

EXHIBIT B
0001 #6

JANITORIAL SERVICE SPECIFICATIONS

ADDRESS:	3805B N. OAK KANSAS CITY, MO
APPROXIMATE TOTAL AREA (SQUARE FEET) TO BE CLEANED:	536 SQUARE FEET
MILITARY SERVICE:	AIR FORCE RECRUITING OFFICE
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:	
FREQUENCY	WORK TO BE ACCOMPLISHED
2 times each week (Tues, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Damp mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.
2 times each month (1st & 3rd weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Damp mop carpet protectors.
1 time each month	Buff hard surfaced floors. Scour trash receptacles.
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.
As needed	Remove snow and ice from sidewalks, driveways, parking areas adjacent to leased premises. Remove snow when accumulated to more than 2 inches.

Janitorial Service Specifications (page 1 of 1)

EXHIBIT B
0001 # 4

JANITORIAL SERVICE SPECIFICATIONS

ADDRESS:	200 W. CENTENNIAL DR. PITTSBURG, KS	
APPROXIMATE TOTAL AREA (SQUARE FEET) TO BE CLEANED:	3860	SQUARE FEET
MILITARY SERVICE:	ARMY & NAVY RECRUITING	
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:		
FREQUENCY	WORK TO BE ACCOMPLISHED	
3 times each week (Mon, Wed, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Damp mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.	
2 times each month (1st & 3rd weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Damp mop carpet protectors.	
1 time each month	Buff hard surfaced floors. Scour trash receptacles.	
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.	
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.	

Janitorial Service Specifications (page 1 of 1)

EXHIBIT B

0001 #J

JANITORIAL SERVICE SPECIFICATIONS

ADDRESS:	NORTHGATE SHOPPING CENTER, 1403 N. BELT HWY	
	ST. JOSEPH, MO	
APPROXIMATE TOTAL AREA (SQUARE FEET) TO BE CLEANED:	3520	SQUARE FEET
MILITARY SERVICE:	ARMY, NAVY, MARINE CORPS & AIR FORCE RECRUITING	
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:		
FREQUENCY	WORK TO BE ACCOMPLISHED	
3 times each week (Mon, Wed, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Damp mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.	
2 times each month (1st & 3rd weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Damp mop carpet protectors.	
1 time each month	Buff hard surfaced floors. Scour trash receptacles.	
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.	
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.	

Janitorial Service Specifications (page 1 of 1)

EXHIBIT B

0001 #K

JANITORIAL SERVICE SPECIFICATIONS

ADDRESS: 125 CROWN HILL PLAZA, EXCELSIOR SPRINGS, MO	
APPROXIMATE TOTAL AREA (SQUARE FEET) TO BE CLEANED:	1050 SQUARE FEET
MILITARY SERVICE: ARMY RECRUITING	
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:	
FREQUENCY	WORK TO BE ACCOMPLISHED
3 times each week (Mon, Wed, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Dump mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.
2 times each month (1st & 3rd weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Dump mop carpet protectors.
1 time each month	Buff hard surfaced floors. Scour trash receptacles.
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.

Janitorial Service Specifications (page 1 of 1)

EXHIBIT B

0001 W-

JANITORIAL SERVICE SPECIFICATIONS

FALL CREEK MALL	
ADDRESS:	1249 S. 7 Hwy, UNIT C
	BLUE SPRINGS, MO
APPROXIMATE TOTAL AREA TO BE CLEANED:	3000 SQUARE FEET
MILITARY SERVICE:	ARMY, NAVY, MARINES AND AIR FORCE RECRUITING OFFICE
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:	
FREQUENCY	WORK TO BE ACCOMPLISHED
3 times each week (Mon, Wed, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Damp mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.
3 times each month (Alternate weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Damp mop carpet protectors.
1 time each month	Buff hard surfaced floors. Scour trash receptacles.
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.

JANITORIAL SERVICE SPECIFICATIONS

ADDRESS:	2223 LOUISIANA ST.	
	LAWRENCE, KS	
APPROXIMATE TOTAL AREA (SQUARE FEET) TO BE CLEANED:	1404	SQUARE FEET
MILITARY SERVICE:	AIR FORCE & MARINE CORPS RECRUITING	
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:		
FREQUENCY	WORK TO BE ACCOMPLISHED	
3 times each week (Mon, Wed, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Dump mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.	
2 times each month (1st & 3rd weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Dump mop carpet protectors.	
1 time each month	Buff hard surfaced floors. Scour trash receptacles.	
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.	
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.	

Janitorial Service Specifications (page 1 of 1)

EXHIBIT B

0001 AN

JANITORIAL SERVICE SPECIFICATIONS

LOUISIANA PURCHASE SHOPPING CTR	
ADDRESS:	2233 LOUISIANA STREET, STE. H-2 LAWRENCE, KS
APPROXIMATE TOTAL AREA TO BE CLEANED:	1121 SQUARE FEET
MILITARY SERVICE: ARMY RECRUITING OFFICE	
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:	
FREQUENCY	WORK TO BE ACCOMPLISHED
3 times each week (Mon, Wed, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet; spot clean to remove non-permanent stains. Damp mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.
3 times each month (Alternate weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Damp mop carpet protectors.
1 time each month	Buff hard surfaced floors. Scour trash receptacles.
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.

Janitorial Service Specifications (page 1 of 1)

EXHIBIT B
00018P

JANITORIAL SERVICE SPECIFICATIONS

ADDRESS:	2233 LOUISIANA LAWRENCE, KS
APPROXIMATE TOTAL AREA TO BE CLEANED:	804 SQUARE FEET
MILITARY SERVICE:	NAVY RECRUITING OFFICE
JANITORIAL SERVICES (INCLUDING REQUIRED EQUIPMENT AND SUPPLIES) TO BE PERFORMED AS FOLLOWS:	
FREQUENCY	WORK TO BE ACCOMPLISHED
3 times each week (Mon, Wed, Fri)	Dust surfaces of cabinets, furniture, (except desk tops), baseboards, window sills, chair rails, wainscoting, paneling, vents, blinds, etc. Empty trash cans; remove trash for pick-up; replace liners. Provide trash removal service. Vacuum carpet: spot clean to remove non-permanent stains. Damp mop hard surfaced flooring. Clean and disinfect water fountain and rest room fixtures to remove rust, incrustation and water rings. Wash glass doors; remove fingerprints and smears. Provide and install replacement light bulbs, as needed. Replenish soap, toilet paper and paper towels.
3 times each month (Alternate weeks)	Wash windows inside and out. Clean vinyl furniture with appropriate chemical cleaner. Clean wood furniture with wood cleaner/polish. Vacuum upholstered furniture to remove dust and other particles. Damp mop carpet protectors.
1 time each month	Buff hard surfaced floors. Scour trash receptacles.
4 times each year (Feb, May, Aug, Nov)	Clean light fixtures and shields to remove debris. Shampoo carpeted areas; remove non-permanent stains.
2 times each year (Feb, Aug)	Strip vinyl flooring, clean and apply two coats of wax, buff. Wash window blinds, tapes and cords.