



PROFESSIONAL JANITORIAL BID

Prepared for **Mike Krask** of:



anthem
community council

Bid submitted by:

Cory Waltemath

480-720-0907

cory@desertoasiscleaners.com



January 6, 2026

Anthem Community Council

Attn: Mike Krask
3701 W Anthem Way
Anthem, AZ 85086

Mike:

Thank you for considering Desert Oasis Commercial Cleaners for your janitorial needs. We hope that this proposal marks the beginning of an excellent working relationship with your organization. We would be proud to add **Anthem Community Council** to the growing list of happy customers we serve throughout Arizona.

Desert Oasis is one of the only true mom-and-pop companies in our industry that is big enough to tackle any job but still small enough to give all of our customers the attention they deserve. You will never get lost in the shuffle with us.

Desert Oasis succeeds because of our people. Our business model is built around the fact we find the best cleaners in the industry. They truly care about the cleanliness of your facility and take pride in their work because they enjoy being part of the Desert Oasis family. I hope we get the chance to show you what we can do for you and your workplace.

Sincerely,

Cory Waltemath

480-720-0907



THE DESERT OASIS DIFFERENCE

Why are so many companies switching to Desert Oasis? Most of our customers have tried the industry giants and franchises. They quickly realized they were just another “account” in the eyes of the big fish. Desert Oasis is a mom-and-pop company that was founded in The Valley in March of 2003. The owner, Cory Waltemath, set out to change the industry by providing exceptional services at great rates. Sounds simple, right? Well, the honest truth is the industry giants simply can’t replicate the mom-and-pop model for several reasons.

The biggest problem with most companies is when they expand, they end up with too many hands in the cookie jar. A salesman (who has never actually cleaned a facility before) sells you on what he/she thinks you need. He then takes his commission and is never seen again. The company then spends countless dollars on marketing, company vehicles and other expenditures. These expenses are then passed down to you....the customer.

How do these companies still have competitive rates with all this overhead? That is the real kicker. The only way to remain competitive is to sell your account to a franchisee, a subcontractor or an employee at a very cheap rate. The end result is a disgruntled worker that resents his/her employer and has to cut corners to make ends meet. This is why other companies have twice the employee turnover rate of Desert Oasis and half of the account retention. As with any mom-and-pop business, we treat our people like family and it reflects in our work. We don’t cut corners, we clean them.

STATEMENT OF SAFETY HISTORY

Our company has maintained an outstanding safety record throughout 23 years of continuous janitorial and facility services. During this entire period, we have experienced only five safety-related incidents, none of which resulted in long-term injury, regulatory violations, or service disruption. This record reflects a safety performance that is significantly better than industry averages and demonstrates our strong commitment to protecting employees, clients, and the public.

Safety is an integral part of our daily operations. We operate under a comprehensive safety program that includes:

- Mandatory safety training for all new hires
- Ongoing refresher training on equipment use, chemical handling, and hazard recognition
OSHA-compliant procedures and documentation



Use of Safety Data Sheets (SDS) for all cleaning products

Immediate reporting and corrective action protocols for any unsafe conditions

When the incidents occurred, each was investigated promptly, corrective measures were implemented, and procedures were strengthened to prevent recurrence. These events helped us further refine our safety policies and training programs, contributing to our continued improvement.

Our long-term record demonstrates that we take safety seriously and proactively manage risk. We believe that a safe work environment leads to higher quality service, better employee retention, and greater reliability for our clients. This commitment to safety is one of the reasons our customers continue to trust us with their facilities year after year.

PROPOSED DEPLOYMENT OF LABOR

The proposed deployment of labor for this contract will remain unchanged from the current staffing model, which has been successfully supporting this facility to the Client's satisfaction. Our existing staffing plan has been carefully developed based on the building's square footage, service frequency, traffic patterns, and cleaning requirements, and it continues to deliver consistent, high-quality results. All personnel currently assigned to this contract are **fully trained, site-familiar, and security-cleared**, allowing for seamless continuation of services with **no disruption, learning curve, or decline in performance**. Retaining the same team ensures:

- Consistent cleaning quality
- Institutional knowledge of the facility
- Strong working relationships with on-site staff
- Reduced risk of turnover-related issues

Our labor deployment includes:

- A designated **On-Site Supervisor** responsible for daily quality control, attendance, and client communication
- **Trained cleaning technicians** assigned by zone and task to ensure coverage of all service areas
- **Relief staff** available to cover absences, vacations, and special projects

We maintain staffing levels above minimum requirements to ensure all scheduled services are completed even during peak demand periods. Our management team regularly reviews workload, inspection results, and client feedback to confirm that staffing remains appropriate and effective.

By continuing the proven staffing model currently in place, the Client is assured of uninterrupted service, reliable performance, and the same high standards that have been delivered throughout the existing contract.



REFERENCES

Spinato's Pizzeria (14 years) This is one of our longest standing customers and they have six locations we service seven times per week. They are a locally owned and operated company that shares the same values with us. Restaurant cleaning is very intensive so they can attest to our attention to details Contact: Todd Viera Phone: 480-818-1640 ARISE Animal Hospitals (6 years) This is a good reference because we started with one of their locations and we now service five of their buildings seven nights per week. It is a 24-hour facility that requires extreme attention to detail Contact: Taylor Rimza Phone: 602-918-1714 University of Advanced Technology (5 years) This is a college campus with a couple of big buildings. They have day porters and night cleaners. We have been servicing the classroom buildings, admin buildings, and dormitories for several years. Contact: Marla Gerome Phone: 602-390-9213 Paragon Vision Services (8 years) This is a large building requiring medical grade cleaning. We provide day porters and night cleaners. Contact: Stephen Clemons Phone: 480-430-9770

Safety Response Plan

Our company is committed to providing a safe environment for employees, building occupants, and the public while performing janitorial services in office buildings and park facilities. Safety is a core part of our operations and is supported through training, supervision, and established response procedures.

Hazard Awareness & Prevention

All employees are trained to recognize common hazards including wet floors, chemical exposure, broken glass, electrical hazards, trip hazards, biohazards, and weather-related risks. Staff immediately report unsafe conditions to supervisors and take appropriate action to secure or correct hazards when safe to do so.

Public & Facility Protection

To protect the public and building occupants, wet-floor signs, cones, and barricades are used whenever cleaning activities could create a hazard. Work is scheduled during low-traffic hours when possible, and equipment, cords, and hoses are positioned to avoid trip or impact hazards. Power equipment is never left unattended.

Incident & Emergency Response

If an accident, injury, or unsafe condition occurs:

1. The area is secured immediately.
2. First aid is provided and emergency services are contacted if needed.



3. A supervisor is notified.
4. Customer is notified.
5. An incident report is completed.
6. The hazard is corrected or isolated to prevent recurrence.

Chemical & Equipment Safety

All cleaning products are OSHA-compliant and properly labeled. Safety Data Sheets (SDS) are maintained at each site. Employees are trained in safe handling, dilution, and storage of chemicals. All equipment is inspected before use, and defective equipment is removed from service immediately.

Outdoor & Park Safety

For park and outdoor locations, staff is encouraged to stay hydrated, and suspend work during dangerous weather conditions such as lightning, heavy rain, or extreme heat. Additional training is now conducted with operators of Utility Vehicles to prevent future safety issues.

Training & Oversight

Employees receive safety training covering OSHA requirements, equipment use, chemical handling, PPE, and emergency procedures. Supervisors conduct regular safety inspections and reinforce compliance. Our safety program ensures that janitorial services are delivered with minimal risk, consistent compliance, and a strong commitment to the well-being of all employees and facility users.

Quality Control & Self-Supervision Plan

Our company utilizes a structured quality control and self-supervision program designed to ensure that all janitorial services are performed consistently, professionally, and in full compliance with contract requirements. This proactive system combines on-site supervision, daily inspections, and management oversight to deliver dependable, high-quality results.

On-Site Supervision

Each location is assigned a dedicated On-Site Supervisor who is responsible for the daily oversight of all cleaning personnel and tasks. The On-Site Supervisor serves as the primary point of contact for the Client and ensures that all scheduled services are completed correctly and on time.

Supervisor responsibilities include:

- Assigning staff to specific areas and duties
- Verifying attendance and coverage
- Monitoring productivity and performance
- Conducting daily inspections
- Addressing issues immediately
- Communicating with Client representatives



The supervisor is trained in contract specifications, safety requirements, and quality standards to ensure full compliance.

Daily Inspection Protocol

A daily quality inspection is performed for every shift. The On-Site Supervisor follows a standardized inspection checklist covering all contract service areas, including:

- Restrooms
- Offices
- Common areas
- Break rooms
- Entryways
- Trash and recycling
- High-touch surfaces
- Floors and fixtures

Any deficiencies are documented and corrected the same day before the shift ends. Issues requiring follow-up are tracked until resolved.

Self-Supervision System

In addition to the On-Site Supervisor, our company uses a layered self-supervision system that ^{includes:}

Team leads assigned to specific zones

Supervisor walk-throughs during and after cleaning

Management audits conducted on a scheduled basis

Client feedback tracking

This ensures accountability at every level and allows issues to be identified before they become problems.

Corrective Action & Continuous Improvement

If an issue is found during inspection or reported by the Client:

It is corrected immediately

The cause is identified

The employee receives coaching or retraining if needed

Procedures are adjusted to prevent recurrence

All issues are documented and reviewed by management to maintain continuous improvement.

Communication & Reporting



The On-Site Supervisor maintains open communication with the Client and provides updates regarding staffing, special requests, and service performance. Regular check-ins ensure that expectations are met and adjustments are made proactively.

This quality control and self-supervision system ensures that all cleaning services are delivered at a consistently high level, with full accountability, rapid issue resolution, and ongoing performance monitoring.

PRODUCT MARKUP

The product markup for consumables provided to the customer will be 5.5%.

EXHIBIT A

PERFORMANCE REQUIREMENTS

ACC Director of Parks and Facilities / Parks and Facilities Business Support Manager Responsibility:

- Provide Facility locations and Annual hours of Operation, Special Events Calendar, Holiday Hours and Janitorial scope of work for each location
- Timely scheduling of additional / alternate tasks and Special Events
- Inspect and approve all work performed by Contractor(s) prior to billing and payment for consistent quality and ACC satisfaction
- Fobs and access codes for all appropriately identified Contractor staff entering buildings and controlled spaces
- Provide maximum of (3) parking spaces or designated area for on-site equipment in our gated shop area
- Limited secure storage space in each building for cleaning supplies with floor sink
- Provide washer and dryer at Shop for use during the day to clean rags/ towels

Contractor is to provide all supervision, labor and furnish all materials, vehicles, fuels, solvents, tools and equipment to adequately perform the scope of work in Exhibit D and:

- *Contractor to provide pro-active supervision of their staff and work product via either daily inspections or on-site supervision. (specify)*
- *Contractor to read, understand and ensure that all tasks listed are executed per Exhibit D*
- Contractor to not knowingly permit its employees to solicit or accept "side-jobs" from resident or ACC Staff
- On site crews will speak, read, write, and understand English, or upon request to Contractor's designee a translator will be made available for reasonably necessary communications to ensure the provision of services.
- The Contractor shall provide the ACC with emergency contact for use during non-business hours.
- The Contractor shall reasonably respond on a daily basis (or sooner for urgent matters) to emails, voicemails, or text messages from the ACC and designated contacts that pertain to contractual services.
- The contractor's janitorial service hours will be based on the hours required to complete the scope of work as outlined in this proposal and exhibits for all ACC locations and Special Events as needed.
- Contractor to ensure all staff check-in upon arrival with designated ACC contact for that area- daily. (Radio Check)
- Contractor to order paper supplies and vendor supplied hardware biweekly and invoice the ACC on a cost plus percentage basis with the percentage for all paper supplies to not exceed the Contractor proposed percentage indicated in Exhibit B below. Delivery receipt of supplies must be signed by ACC staff. Manufacturer invoices may be requested to confirm contractor invoice markup percentages.
- Contractor will make sure their employees are trained in OSHA protocols in regards to bodily fluid clean up and disposal.

We certify by our signature below that we will meet these requirements set by the Anthem Community Council

Desert Oasis Commercial Cleaners, Inc

Contractor

1/9/2026

Date Signed



Signature of Contractor's Authorized Representative

Cory W. Hemmings

Printed Name of Contractor's Authorized Representative



EXHIBIT B

Contractor is to provide all labor and furnish all Supervision, labor, equipment and materials to fulfill the scope of work as outlined in Exhibit D

Location	Service	2026 Pricing	2027 Pricing
Community	Day Porter	\$ 6,536.00	\$ 6,663.00
	Nightly Cleaning	\$ 9,169.00	\$ 9,340.00
	Additional Addendum Cleaning	\$ 5,636.00	\$ 5,740.00
Parks	P&F Shop- Nightly Cleaning	\$ 792.00	\$ 810.00
	Main Park	\$ 3,364.00	\$ 3,450.00
	OWP Park	\$ 3,364.00	\$ 3,450.00
	Anthem Dog Park	\$ 3,364.00	\$ 3,450.00
	Liberty Bell/Hastings Park	\$ 3,364.00	\$ 3,450.00
Civic Building	Nightly Cleaning	\$ 9,180.00	\$ 9,360.00
	Floor Buff- 1x monthly	\$ 1,377.00	\$ 1,409.00
	MCSO- 1x weekly	\$ 579.00	\$ 498.00
	Suite 203	\$ 378.00	\$ 389.00
	Monthly Cost Base - total for all locations	\$ 47,103.00	\$ 47,950.85
	Additional CC Summer Porter- June thru August - weekly cost - 10 weeks the waterpark	\$ 6,800.00	\$ 7,000.00
Location	Service	2026 Pricing	2027 Pricing
Community Center	High Level Dusting (1 x year)	\$ 1,025.00	\$ 1,075.00
	Carpet Cleaning (per square foot)	\$ 0.28	\$ 0.29
	Rock Floor Seal and refinish (per square foot every 2 year)	\$ 0.45	\$ 0.47
	Extra Event Services, per hour (4 hr minimum)	\$ 32.00	\$ 32.50
Civic Building	Finished Concrete Seal and refinish (per square foot 1 x year)	\$ 0.42	\$ 0.43
	Concrete Buff (per square foot)	\$ 0.11	\$ 0.12
	Extra Day at MCSO	\$ 52.00	\$ 53.00
	Upholstery Cleaning- minimum cost + per piece price	\$150 - \$30	\$150 - \$30
	Carpet Cleaning (per square foot)	\$ 0.26	\$ 0.27
	Office Clean and Sanitize due to employee change	\$ 175.00	\$ 175.00
	Daytime Event porter, per hour (4 hr minimum)	\$ 31.50	\$ 32.00
	Nighttime Event porter, per hour (4 hr minimum)	\$ 31.50	\$ 32.00
Event Name	Service	2026 Pricing	2027 Pricing
Little League	(1) Extra park staff- 4 hrs	\$ 128.00	\$ 132.00
Easter Sunday	(3) Extra Park Staff @ 8 hrs	\$ 764.00	\$ 775.00
Memorial Day	(1) Extra Park Staff @ 6 hrs	\$ 213.00	\$ 216.00
Autumn Fest	(1) Extra Park Staff x 2 days @ 8 hrs	\$ 515.00	\$ 530.00
July 3 rd Fireworks	(4) Extra Park Staff @ 7 hrs	\$ 888.00	\$ 908.00
July 4 th AM Cleanup	(2) Extra Park Staff @ 4 hrs	\$ 325.00	\$ 330.00
Anthem Days in	(2) Extra Park Staff @ 8 hrs	\$ 515.00	\$ 530.00
Music In May (every	(2) Extra Staff @ 6 hrs, every Friday	\$ 389.00	\$ 399.00
Monster Ball	(1) Steward, CC @ 6 hrs	\$ 260.00	\$ 270.00

We certify by our signature below that Exhibit B represents our proposed pricing schedule for all the units outlined in Exhibit D for 2024 and 2025.

Desert Oasis Commercial Cleaners Inc

Contractor

1/9/2024

Date Signed

[Signature]

Signature of Contractor's Authorized Representative

Cory Walker

Printed Name of Contractor's Authorized Representative



EXHIBIT D

ALL

- Wipe down all signage, signposts, marques, monument signs, plaques - Weekly
- Clean all trash can Lids- All parks, buildings, ramadas, locations - 2 x /week
- Wipe/ clean benches- All parks, buildings, ramadas, locations - 2 x /week
- Check and remove all spider webs or insect debris - Daily
- Empty, wipe and restock all pet waste stations - Daily
- Report any noted Graffiti to P&F Management - Each occurrence

DOG PARK

- Empty and reline trash receptacles 3 x daily
- Clean bottler filler, pet fountains and paw rinse - Daily
- Wipe down benches & trash receptacles/lids as needed - Daily
- Detailed clean of (human) drinking fountain - Weekly
- Pick up trash in grass, parking lot and sidewalks - Daily (am)
- Spray and wipe down all gate kick plates - Daily
- Spot clean pet waste receptacles - As required



Pickleball/Tennis Courts

- Empty and reline trash cans - 2 x daily
- Remove all trash and debris from all grass, parking lots, and sidewalks - 2 x daily
- Park Pickleball/Tennis Courts
- Clean Counters, benches and picnic tables Daily
- Courts Clean drinking fountains Daily
- Spray and wipe gate handles and latches Daily
- Detailed clean and polish of drinking fountain Weekly
- Wipe down bulletin Board and case Weekly



Pickleball/Tennis Courts Restroom

- Check and stock Toilet paper, aper towels and soap - 2 x daily
- Empty and reline trash receptacles - 2 x daily
- Sweep and Mop floors - 2 x daily
- Clean and disinfect counters, mirrors, sinks, toilets urinals, diaper changing tables - 2 x daily
- Clean and disinfect all faucets, paper towel dispensers and stainless steel - 2 x daily
- Clean and disinfect door frames, handles, partitions and hardware - 2 x daily
- Remove all cobwebs - Daily

Volleyball & Basketball

- Remove all trash and debris from grass, parking lot and sidewalks - 4 x daily
- Empty and reline trashcans - 2 x daily
- Clean Benches - Daily



Skate Park

- Empty and reline trash receptacles - 2 x daily
- Clean Benches and bleacher seating - Daily
- Spray and wipe gates & hardware - Daily
- Blow off all concrete - 2 x week



Train Station

- Remove all trash and debris from grass, parking lot and sidewalks - 4 x daily
- Empty and reline trash receptacles - 2 x daily
- Clean Benches and bleacher seating - Daily
- Blow off all concrete - Daily
- Clean/wipe all handrails - Daily

Adventure and Discovery playground

- Remove all trash and debris from grass, parking lot and sidewalks - 4 x daily
- Empty and reline trash receptacles - 2 x daily
- Clean drinking fountain - Daily
- Clean/ wipe all handrails - Daily
- Inspect the area and pick up toys - Daily
- Blow off hardscape / concrete areas - Daily



Parks Restrooms (4 locations/ 9 restrooms)

- Check and stock Toilet paper, paper towels and Soap - 4 x daily
- Empty and reline all trash receptacles - 2 x daily
- Sweep and mop floor - Daily + as needed
- Clean and disinfect all counters, mirrors, sinks, toilets, urinals and diaper changing stations - Every 2 hrs
- Clean and disinfect faucets, paper towel dispensers, stainless steel - Every 2 hrs
- Clean and disinfect all doors, frames, partitions, and hardware - Daily
- Remove all cobwebs - Daily
- Pressure wash bathrooms - Weekly and as required

Splashpads (Adventure/ Liberty Bell)

- Remove all trash and debris from grass, parking lot and sidewalks - 4 x daily
- Empty and reline trash receptacles - 2 x daily
- Inspect area and pick up toys - Daily
- Clean/ wipe all actuator and water features - Daily

Ball Fields

- Remove all trash and debris from grass, parking lot and sidewalks - 4 x daily
- Empty and reline trash receptacles - 4 x daily
- Dugouts- Clean all benches, racks and trash cans - 4 x daily
- Clean Bleacher seating - 4 x daily
- Clean drinking fountains - Daily
- Detailed clean of drinking fountain - Weekly
- Blow off hardscape/ concrete areas - Weekly





- Power wash dugouts - Weekly

Park Ramadas (13locations)

- Power wash all ramadas on rotating schedule per week - Weekly and as required
- Remove all trash and debris from grass, parking lot and sidewalks - 4 x daily
- Wipe down benches, tables and seating - Daily
- Wipe down information board - Daily
- Clean out BBQ grills - Daily
- Empty and reline trash receptacles - 4 x daily

Lakes

- Check Shoreline and sidewalks for trash and debris - 2 x daily
- Park Lakes Empty and reline trash receptacles - 2 x daily
- Park Lakes Spot clean concrete - daily/ as needed
- Park Lakes Wipe/clean all bridge handrails - Daily



Parking lot & Open Areas

- Remove all trash and debris from grass, parking lot and sidewalks - 4 x daily
- Empty and reline trash receptacles 4 x daily

Liberty Bell & OWP

- Remove all trash and debris from grass, parking lot and sidewalks - 4 x daily
- Empty and reline trash receptacles - 2 x daily
- Clean drinking fountains - Daily
- Detailed clean of drinking fountain - Weekly

Hastings Field

- Remove all trash and debris from grass, parking lot and sidewalks - 4 x daily
- Empty and reline trash receptacles - 2 x daily

Veterans Memorial

- Remove all trash and debris from grass, parking lot and sidewalks - 4 x daily
- Empty and reline trash receptacles 4 x daily
- Clean and wipe plaque and support posts Daily
- Clean/ Wipe benches Daily
- Sponge mop of all pavers Weekly





P&F Yard

Office and Shop

- Remove all trash and debris from grass, parking lot and sidewalks - Daily - at night
- Empty and reline trash receptacles - Daily - at night
- Vacuum entry mat - Daily - at night
- Clean Breakroom counter, sink, tables - Daily - at night
- Vacuum Office carpets - Daily - at night
- Clean shop sink - Daily - at night
- Check and stock paper towels and soap in shop - Daily - at night
- Sweep and mop office and breakroom floors Daily - at night
- Clean mirrors, sinks, faucets, toilets, urinals, floors and stainless - Daily - at night
- Check and stock paper towels, soap, and toilet paper - Daily - at night
- Wipe down doors, frames and partitions - Weekly
- Wipe / clean door handles - Daily
- Roll recycling bin to curb on Wednesday pm - Weekly
- Scrub Showers - Weekly
- Empty paper shredder - Weekly
- Wipe down paper towel dispenser - Daily
- Deep Clean Refrigerator & freezer - last Friday of every month
- Dust all window blinds and ledges - Weekly

Community Center

Outside Perimeter

- Remove all trash and debris from grass, parking lot and sidewalks - 4 x daily
- Empty and reline trash receptacles - 2 x daily
- Clean/ Wipe benches - Daily
- Wipe down Bike Racks - Weekly
- Clean Handrail at foot bridge - Weekly



Entry and Lobby

- Clean entry/exit doors hardware and glass - 4 x daily
- Empty and reline trash receptacles - 4 x daily
- Mop Rockwall mats - 4 x daily

Main Entry and Lobby

- Sweep mop and spot clean floors - Daily & as needed
- Vacuum rugs and mats - Daily- PM
- Detail clean of windowsills, doors and frames - Biweekly
- Detailed clean of all trash cans/ lids - Weekly





Community Center *(Continued)*

Main Hallway

- Organize and clean tables, chairs - 2 x daily
- Empty and reline trash receptacles - 2 x daily
- Sweep mop and spot clean floors - 2 x daily
- Vacuum rugs and mats - Daily at PM
- Deep clean/ scrub floors - 2 x week
- Polish Floor (buff) - 1 x week
- Detail clean of windowsills, doors and frames - Biweekly
- Detailed clean of drinking fountain - Weekly
- Detail clean of all baseboards - Weekly

Front Desk

- Empty and reline trash receptacles - Daily - at night
- Clean Transaction top and counters - Daily - at night
- Vacuum carpets - Daily - at night

Conference Room

- Organize and clean tables, chairs - 2 x daily
- Empty and reline trash receptacles - 2 x daily
- Vacuum carpet - Daily at PM
- Detail clean of windowsills, doors and frames - Biweekly

Admin Hallway

- Empty and reline trash receptacles - Daily - at night
- Vacuum Carpet - Daily - at night
- Clean Windows - Daily - at night
- Disinfect all light switches - Daily - at night
- Detail clean of windowsills, doors and frames - Biweekly
- Detail Clean of all baseboards, dust ledges and blinds - Biweekly
- Empty paper shredder - As needed

AV Equipment room

- Empty and reline trash Cans - Daily - at night
- Vacuum carpet - Daily - at night
- Clean Countertops - Daily - at night
- Disinfect/wipe light switches - Daily - at night

Admin Offices

- Empty and reline trash cans - Daily - at night
- Vacuum carpet - Daily - at night
- Disinfect/wipe light switches - Daily - at night
- Detail clean of windowsills, doors and frames - Biweekly
- Detail clean of all baseboards - Biweekly



- Dust all window blinds and ledges - Weekly

Community Center *(Continued)*

Break room

- Empty and reline trash cans - Daily - at night
- Sweep and mop floors - Daily - at night
- Scrub countertop, table and sink - Daily - at night
- Clean doors, frames, hardware and glass - 1 x week
- Detail clean of microwave, sink, walls and baseboards - Weekly
- Detail clean of refrigerator - Monthly

Men's and Ladies Restroom & Vestibule

- Empty and reline trash cans and female receptacles - 2 x daily
- Check and stock Toilet paper, soap, and paper towels - 4 x daily
- Wipe/ disinfect countertop - 4 x daily
- Clean mirrors, sinks and faucets - 4 x daily
- Sweep and Mop floor - Daily - at night
- Scrub baseboards - Daily - at night
- Clean Toilets and urinals - Daily - at night
- Clean/ disinfect Diaper changing station - Daily - at night
- Wipe down all stainless steel - Daily - at night
- Wipe down paper towel dispenser - 1 x daily - recommend keeping at night
- Clean doors, frame and hardware - Daily - at night
- Check batteries for all dispensers and faucets- report for replacement if required - Daily - at night
- Detail clean of all baseboards, walls, partitions, sinks, toilets and urinals - Daily - at night
- Replace urinal screens - Monthly
- Detailed scrub of walls and floors - Monthly

Kid Zone

- Empty and reline trashcans - - 2 x daily
- Sweep and mop floors - 2 x daily
- Wipe/disinfect countertops and tables - 2 x daily
- Vacuum rugs - Daily - at night
- Clean glass doors, frames and hardware - Daily - at night
- Clean drinking fountain - Daily - at night
- Check and stock paper towels, soap and sanitizer - Daily - at night
- Detailed clean of countertops, sinks, cabinet fronts and trash cans - 3 x weekly
- Wipe down front of TV and dust - 3 x weekly

Kid Zone restroom

- Empty and reline trashcans - 2 x day
- Sweep and mop floors - 2 x day
- Wipe/disinfect countertops and tables
- Check and stock paper towels, soap and sanitizer - 2 x day
- Clean mirror, sinks, toilets and faucets - 2 x day
- Clean/ disinfect diaper changing station - Daily - at night
- Wipe down paper towel dispensers - Daily - at night



- Detail clean of walls, baseboards, sinks - 3 x weekly
- Detailed scrub of floors - Monthly

Community Center *(Continued)*

Storage/ Ice Machine room

- Empty and reline trashcans - Daily - at night
- Sweep and mop floors - Daily - at night
- Detail clean refrigerator/ freezer - Weekly
- Wipe down outside of ice machine - Weekly
- Detailed scrub of sink and faucets - Weekly
- Check and stock paper towels and soap - Weekly

Multipurpose hallway

- Empty and reline trashcans - Daily - at night
- Organize and clean tables and chairs - Daily - at night
- Sweep and mop floors - Daily - at night
- Clean entry and exit door windows - Daily - at night
- Detail clean of tables and chairs - Biweekly
- Detail clean of all doors, frames and hardware - Biweekly

Exploration Room

- Room Set up of tables, chairs, clean, tear down, empty trash - As scheduled
- Empty and reline trashcans - 2 x day
- Wipe down countertops - 2 x day
- Sweep and mop floors - 2 x day
- Check and stock paper towels and soap - 2 x day
- Wipe down paper towel dispensers - Daily - at night
- Clean glass panels in doors - Daily - at night
- Detailed clean baseboards, walls, windowsills, sinks, trash cans - Weekly- Monday
- Detail clean of cabinet fronts windows, doors, frames and hardware - Weekly- Monday
- Remove gum and glue from floor - Weekly- Monday

Exploration storage

- Sweep and mop floors - Monthly
- Dust - Monthly
- Wipe down frames and hardware - Monthly

Discovery room

- Room Set up of tables, chairs, clean, tear down, empty trash - As scheduled
- Empty and reline trashcans - 2 x week
- Sweep and mop floors - 2 x week
- Wipe down counter tops - 2 x week
- Check and stock paper towels, soap and hand sanitizer - Daily - at night
- Wipe down door handles - Daily - at night
- Wipe down paper towel dispensers - Daily - at night
- Clean glass panels in rooms - Daily - at night
- Detailed clean baseboards, walls, windowsills, sinks, trash cans - Weekly- Monday
- Detail clean of cabinet fronts windows, doors, frames and hardware - Weekly- Monday



- Remove gum and glue from floor - Weekly- Monday

Community Center *(Continued)*

Pioneer room

- Room Set up of tables, chairs, clean, tear down, empty trash - As scheduled
- Empty and reline trashcans - 2 x weekly
- Sweep and mop floors - 2 x weekly
- Wipe down counter tops - 2 x weekly
- Check and stock paper towels, soap and hand sanitizer - 2 x weekly
- Wipe down paper towel dispensers - Daily - at night
- Clean glass panels in rooms - Daily - at night
- Detailed clean baseboards, walls, windowsills, sinks, trash cans - Weekly- Monday
- Detail clean of cabinet fronts, windows, doors, frames and hardware - Weekly- Monday
- Remove gum and glue from floor - Weekly- Monday
- Wipe down Door Handles - Daily - at night

Lobby TV wall

- Wipe down furniture and vacuum carpet - Daily - at night
- Detail dusting - Weekly

Café hallway

- Sweep and mop floors - 2 x daily
- Empty and reline trash receptacles - 2 x daily
- Clean drinking fountain - 2 x daily
- Clean Tables - 2 x daily
- Clean entry/exit doors, windows and hardware - 2 x daily
- Clean Trash can Lids - Daily - at night
- Detailed scrub of floor and baseboards - Weekly
- Detailed scrub of floor - 2 x weekly
- Detailed polish of floor - Weekly
- Detailed clean of drinking fountain - Weekly
- Detailed clean of doors, frames, windowsills, hardware - Biweekly
- Detailed dusting of tops of vending machines - Biweekly
- Wipe down of emergency signs - Biweekly
- Detailed clean of tables (tops, legs, etc.) - Biweekly

Gymnasium Storage

- Sweep and mop floor - Monthly
- Dust - Monthly
- Wipe doors, Frames and hardware - Monthly

Back Stairs

- Disinfect Handrail - 2 x daily
- Sweep and mop stair treads - Daily
- Detailed dusting, wipe baseboards, wipe walls - Biweekly

Community Center *(Continued)*

Front Stairs

- Disinfect handrail - 2 x daily
- Sweep and mop Stair treads - Daily
- Detailed dusting, wipe baseboards, wipe walls - Biweekly

Gymnasium

- Pick up trash near bleacher seating - 4 x daily
- Tack Mop floor as required - 2 x daily
- Clean interior windows, doors and hardware - 2 x daily
- Rack Balls - Daily - at night
- Wipe/ disinfect wall mats - Daily - at night
- Clean interior windowsills - Weekly
- Mop bleacher seating - Weekly
- Detailed dusting, wipe walls - Biweekly



Locker room hallway

- Pick up trash - 4 x daily
- Clean drinking fountain - 4 x daily
- Vacuum floor mat - 4 x daily
- Clean entry/exit doors, windows and hardware - 4 x daily
- Detailed clean of windowsills, walls and bulletin board fronts - Biweekly

Family Restroom

- Empty and reline trash receptacles - 3 x daily
- Check and stock toilet paper, paper towels and soap - 3 x daily
- Wipe/disinfect counter tops - 3 x daily
- Clean Mirrors, sinks and faucets - Daily
- Sweep and mop floors - Daily
- Wipe down partitions - Daily - at night
- Clean Toilets - Daily - at night
- Clean/disinfect diaper changing station - Daily - at night
- Wipe down all stainless steel - Daily - at night
- Wipe down paper towel dispenser - Daily - at night
- Clean doors, frames and hardware - Daily - at night
- Check batteries in all dispensers and faucets- notify if need replace - Daily - at night
- Detail clean of baseboards, walls, partitions, sinks and toilets - Weekly
- Detailed scrub of tile walls and floors - Weekly
- Detailed clean of sanitary disposal - Biweekly



Community Center *(Continued)*

Women's Locker room

- Empty and reline trash receptacles - 2 x daily
- Check and stock toilet paper, paper towels and soap - 4 x daily
- Wipe/disinfect counter tops - 4 x daily
- Clean Mirrors, sinks and faucets - 4 x daily
- Sweep and mop floors - Daily - at night
- Clean Toilets - Daily - at night
- Clean/disinfect diaper changing station - Daily - at night
- Wipe down all stainless steel - Daily - at night
- Wipe down paper towel dispenser - Daily - at night
- Clean doors, frames and hardware - Daily - at night
- Check batteries in all dispensers and faucets- notify if need replace - Daily - at night
- Report locks left on locker for MOD to schedule removal - Daily - at night
- Detail clean of baseboards, walls, partitions, sinks and toilets - Daily - at night
- Detailed scrub of tile walls and floors - Daily - at night
- Launder Fabric shower curtains - Weekly
- Check and sweep out spider webs - Weekly
- Clean out sanitary disposal - Weekly
- Clean Locker interiors/ fronts - Biweekly

Men's Locker room

- Empty and reline trash receptacle - 2 x daily
- Check and stock toilet paper, paper towels and soap - 4 x daily
- Wipe /disinfect countertops - 4 x daily
- Clean mirrors, sinks, faucets - 4 x daily
- Sweep and mop floors - Daily - at night
- Wipe down partitions - Daily - at night
- Clean Toilets - Daily - at night
- Clean disinfect diaper station - Daily - at night
- Wipe down all stainless steel - Daily - at night
- Wipe down paper towel dispenser - Daily - at night
- Clean Doors, frame and hardware - Daily - at night
- Wipe/disinfect bench seating - Daily - at night
- Check all Check batteries in all dispensers and faucets notify if need replace - Daily - at night
- Report locks left on locker for MOD to schedule removal - Daily - at night
- Detail clean of baseboards, walls, partitions, sinks and toilets - Weekly
- Launder Fabric shower curtains - Weekly
- Check and sweep out spider webs - Weekly
- Change urinal screens - Weekly
- Clean Locker interiors and fronts - Biweekly



Community Center *(Continued)*

Locker room entry Foyer

- Clean Glass doors and Handles - 4 x daily
- Sweep and mop floors - 4 x daily
- Empty and reline trash receptacles - 4 x daily
- Check and sweep out spider webs - Weekly
- Detailed scrub of tile walls and floors - Weekly

Game room

- Empty and reline trash receptacles - 4 x daily
- Sweep and mop floors - 4 x daily
- Clean glass doors - 4 x daily
- Clean door handles - Daily - at night
- Tack mop floor - Biweekly
- Clean interior glass and windowsills - Biweekly
- Detailed wipe of walls and baseboards - Monthly

Fitness Hallway- 2nd

- Vacuum Carpet - 2 x daily
- Pick up debris - 2 x daily
- Wipe/disinfect handrails - 2 x daily
- Clean mirrors - Daily - at night
- Clean water Fountain - Daily - at night
- Check and stock paper towels, equipment spray and hand sanitizer - Daily - at night
- Wipe down paper towel dispensers - Daily - at night
- Wipe down elevator doors and inside of elevator - Weekly
- Detailed dusting - Weekly
- Wipe baseboards - Weekly
- Clean windowsills, signage, fire alarm devices and extinguisher - Monthly

Free Weight Area -2nd

- Empty and reline trash receptacles - 2 x daily
- Pick up debris - 4 x daily
- Check and stock Paper Towels, equipment spray and hand sanitizer - 4 x daily
- Clean mirrors - Daily - at night
- Vacuum Carpet - Daily - at night
- Mop Rubber floor - Daily - at night
- Clean water fountain - Daily - at night
- Wipe down paper towel dispensers - Daily - at night
- Disinfect handrail - Weekly
- Detail dusting - Weekly
- Wipe baseboards - Weekly
- Detailed clean of drinking fountain - Monthly
- Clean all windowsills, signage, alarm devices and extinguishers - Monthly
- Detailed clean of all equipment - Biweekly
- Dust all ceiling fan blades - Monthly

Desert Oasis

COMMERCIAL CLEANERS

- Empty and reline all trash receptacles - 2 x daily
- Pick up debris - 4 x daily
- Check and stock Paper Towels, equipment spray and hand sanitizer - 4 x daily

Community Center *(Continued)*

Cardio Mezzanine- 2nd

- Disinfect handrail - 2 x daily
- Vacuum carpet including entry to fitness room - Daily - at night
- Wipe down paper towel dispensers - Daily - at night
- Wipe down Cubbies and countertop - Daily - at night
- Vacuum under treadmills/equipment - Biweekly
- Wipe railing base and wall baseboard - Biweekly
- Wipe emergency signs - Monthly
- Clean all windowsills, signage, alarm devices and extinguishers - Monthly
- Dust all ceiling fans - Monthly

Group Fitness- 2nd

- Empty and reline all trash receptacles - 2 x daily
- Pick up debris - 2 x daily
- Check and stock Paper Towels, equipment spray and hand sanitizer - 2 x daily
- Wipe and sanitize ballet rail - Daily - at night
- Wipe glass door panels, frames and hardware - Daily - at night
- Clean all windowsills, signage, alarm devices and extinguishers - Monthly
- Dust all ceiling fans - Monthly

Pool/ Water park/BBQ

- Empty and reline trash receptacles - 2 x daily
- Clean trash cans and lids - 2 x daily

Pool Restrooms

- Check and stock toilet paper, paper towels and soap - 4 x daily
- Empty and reline trash receptacles - 2 x daily
- Sweep and mop floors - 4 x daily
- Clean and disinfect counters, mirrors, sinks, toilets, urinals and diaper stations - Daily- every 2 hrs
- Clean and disinfect faucets, paper towels dispensers, stainless steel - Daily- every 2 hrs
- Clean and disinfect doors, frames, hardware and partitions - Daily- every 2 hrs
- Detail scrub of wall, baseboard and floor tile - 2 x weekly



Civic Bldg

All 1st floor areas:

- Sweep and mop hard floor surfaces - 6 x weekly / M-F nightly; Sat anytime
- Civic Bldg Includes: Welcome desk, lobby, Meeting rooms, Community room, Lounge, Kitchen, Business Center, Fitness rooms Game/ Craft rooms, corridors, foyers, and Terrace and Main Entrance
- Vacuum all carpet areas - 6 x weekly / M-F nightly; Sat anytime
- Empty and reline trash receptacles - 6 x weekly / M-F nightly; Sat anytime
- Clean and disinfect all sinks, faucets and countertops - 6 x weekly / M-F nightly; Sat anytime
- Spot clean all entry glass and ledges - 6 x weekly/ M-F nightly; Sat anytime
- Spot clean elevator doors and interior elevator panels - 6 x weekly/ M-F nightly; Sat anytime
- Spot clean sink and faucet - 6 x weekly / M-F nightly; Sat anytime
- Clean ice machine drain in kitchen - 6 x weekly / M-F nightly; Sat anytime
- Spot clean microwave - 6 x weekly / M-F nightly; Sat anytime
- Vacuum tracks of elevator doors and sliding glass doors in meeting rooms - Weekly
- Wipe and disinfect all stair railings and door handles 6 x weekly / M-F nightly; Sat anytime
- Roll recycle totes to East curb - Weekly
- Clean baseboard & dust ledges, blinds and lights - Weekly
- Scrub refrigerator- Monthly
- Towel Service- Take dirty linen / replace w/ clean - As needed



All 2nd level areas inclusive of: Lobby and common corridors, HOA Lobby, Office, Meeting rooms, Breakroom, Open cubicle area, stairwells

- Sweep and mop all hard floor surfaces Vacuum all carpeted areas - 5 x weekly
- Empty and reline trash receptacles - 5 x weekly
- Clean and disinfect all sinks, faucets and countertops - 5 x weekly
- Spot clean all entry glass and ledges - 5 x weekly
- Spot clean elevator doors - 5 x weekly
- Spot clean sink and faucet - 5 x weekly
- Spot clean microwave - Weekly
- Clean baseboards, dust legs and blinds - Weekly
- Vacuum tracks of elevator doors - Weekly
- Scrub refrigerator - Monthly
- Towel Service- Take dirty linen / replace w/ clean As needed

Restrooms: (5) each: 2 on first floor, 2 on second floor and 1 in Office area

- Empty and reline trash receptacles - 6 x week / M-F nightly; Sat anytime
- Sweep and mop floors - 6 x week / M-F nightly; Sat anytime
- Clean counters, sinks, faucets and mirrors - 6 x week / M-F nightly; Sat anytime
- Clean toilets and urinals - 6 x week / M-F nightly; Sat anytime
- Clean disinfect diaper station - 6 x week / M-F nightly; Sat anytime
- Wipe down all stainless steel and paper towel dispensers - 6 x week / M-F nightly; Sat anytime
- Stock Toilet paper, paper towels and soap - 6 x week / M-F nightly; Sat anytime
- Wipe down partitions - Weekly
- Detailed clean of wall, floor and baseboard tiles - Weekly



- Replace urinal screens - Weekly

Civic Bldg *(Continued)*

Outside perimeter

- Empty and reline trash receptacles - Daily - at night
- Office area- 2nd / Daisy Mountain
- Room Clean and sanitize Offices between tenants - As needed

MCSO Offices

- Empty all trash receptacles - 3 x week
- Sweep and mop floors - 3 x week
- Clean counters, sinks faucets and mirrors - 3 x week
- Clean toilets and urinals - 3 x week
- Stock Toilet paper, paper towels and soap - 3 x week
- Dust all window blinds and ledges - Weekly
- Clean Baseboards - Weekly
- Detailed clean of floors and baseboards - Weekly
- Clean glass entry door and sills - Weekly

Community park

Adventure Playground

- Opening Services: Unlock, pick up trash/ debris and clean - Daily

Discovery Playground

- Opening Services: Unlock, pick up trash/ debris and clean - Daily

Skate Park

- Opening Services: Unlock, pick up trash/ debris and clean - Daily

Liberty Bell Park

- Opening Services: Unlock, pick up trash/ debris and clean - Daily

All restrooms- all Parks

- Closing services: Lock Restrooms - Daily