

Scope of Work for Contractual Cleaning Services for Town of Fort White

Community Center

Clean flooring (Sweep and mop floors – main hall, kitchen and restrooms)
Dust fans and blinds
Wipe off window sills
Clean kitchen counters
Wipe exteriors of appliances and cabinets
Wipe out interior of microwave and refrigerator
Clean restrooms (fixtures, sinks, mirrors, toilets)

Town Hall

Clean flooring (Sweep and mop restroom, vacuum all carpeted areas including along baseboards)
Dust fan and blinds
Wipe off window sills
Clean/dust counters, tables, desks
Clean restroom (fixtures, sinks, mirrors, toilets)

Frequency

2nd and 4th Monday evenings (Schedule must be changed for Community Center during elections and in the event of rental.)

Must supply proof of liability and worker's comp insurance.