

STATEMENT OF WORK

1. DESCRIPTION OF SERVICES. The Contractor shall provide all labor, tools, and materials, supplies, appropriate equipment and supervision necessary to professionally clean and maintain the Fresno Vet Center at an acceptable level of cleanliness as described in this document. The Fresno Vet Center is located at 1320 E. Shaw Ave, Suite 125, Fresno, CA 93710 and contains approximately 4,400 square feet. Cleanings shall occur between the hours of 4:30 pm and 5:30 P.M. PST., Monday through Friday, excluding legal and/or public holidays. Carpet extract (shampoo) is required once per quarter and shall occur between the hours of 8:00 AM and 4:00 PM on a Saturday to be coordinated with the Contracting Officer's Representative (COR). Contractor shall be responsible to provide Material Safety Data Sheets (MSDS) for all applicable items used in the performance of this contract to the COR in accordance with the conformance standards. All disinfectants used in the cleaning of the facility shall be FDA/EPA approved. All cleaning agents shall be clearly labeled. The Fresno Vet Center is a therapeutic counseling office populated with office desks, bookshelves, and upholstered furniture. Almost all the flooring is carpeted with only a break room and two bathrooms with linoleum flooring. There will be no medical services, equipment, or waste at this location.

2. ADVANCED CLEANING SERVICES. The Contractor shall accomplish all cleaning tasks to meet the requirements of this Statement of Work (SOW) and the Service Delivery Summary (SDS). The minimum cleaning frequencies are established in Appendix A. All work shall be performed in accordance with these requirements.

3. Spot clean carpets. Spot clean or shampoo dirty carpets over an area of 2 square feet. Spots shall be removed immediately. Entire carpets shall be shampooed quarterly.

4. General dusting. All horizontal surfaces shall be dusted or cleaned to eliminate dust collection. All vertical surfaces shall also be kept free from the accumulation of dust. All bookshelves, credenzas, countertops, conference tables, coffee tables, end tables, computers, and other pieces of furniture shall be kept free from dust.

5. Clean air-conditioning/heating vents. All heating and air conditioning ventilation grates/grilles/louvers/covers shall be kept free from dust and dirt and shall be cleaned on an "as needed" basis to be determined by COR.

6. Clean fluorescent light fixture diffusers. All plastic diffusing lenses for ceiling mounted fluorescent light fixtures shall be kept in a clean condition (on both sides of diffuser) and free of dust, dirt, and dead insects.

7. RESTROOMS AND BREAK ROOM CLEANING SERVICES. The Contractor shall accomplish all cleaning tasks to meet the requirements of this SOW and Service Delivery Summary (SDS).

8. Clean and disinfect. Completely clean and disinfect all surfaces of sink, mirrors, toilet bowls, dispensers, plumbing fixtures, support bars, doors, walls, and other such surfaces, using a germicidal detergent daily. After cleaning, receptacles shall be free of deposits, dirt, streaks, and odors.

9. De-scale toilet bowls and urinals. De-scaling shall be performed monthly as a minimum and as often as needed to keep areas free of scale, soap films, and other deposits. After descaling, surfaces shall be free from streaks, stains, scale, scum, urine deposits and rust stains.

10. Pick up trash and clean after special events.

INSPECTIONS

Contractor shall inspect the premises (as needed) and provide in writing noted discrepancies with follow-up action to:

Dr. Pierre Saint-Fleur, PhD, DBA.
Point of Contact (POC)
Fresno Vet Center
1320 E. Shaw Ave, Ste. 125
Fresno, CA 93710
Telephone (559) 487-5660

EXTERIOR CLEANING

Remove all cigarette butts and other debris from all entrances and exits, within a 35-foot radius, including around trash receptacles on a daily basis.