

## Spokane International Airport Garage Elevators

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
<b>Far Garage Elevators and Lobbies/Landings 1-5 (2 cars)</b>										
Pick up debris	x									
Sweep elevators / clean out threshold			x			x				
Sweep lobby (concrete) (degum)						x				
Damp mop elevators floors			x							expt below 32 degrees
Scrub (Stride FF/GP Forward) elevator floor (Endura)						x				expt below 32 degrees
Clean stainless (elevator doors, rails, frames) - spot/detail	x					x				
Clean elevator walls - spot/detail	x					x				
Spot clean walls	x									
Windows - spot clean- to include framing	x									
Windows - detail in/out (Intervals on separate window sheet)						x				
Machine scrub floors (Landing Floors)									x	
<b>Garage 1 Elevators &amp; Lobbies/Landings 1-5 (2 cars) (C Concourse)(South)</b>										
Pick up debris	x									
Sweep elevators / clean out threshold			x			x				
Sweep lobbies (2-5) (Endura)	x									
Damp mop/machine scrub lobbies (2-5)(Endura)	x									
Vacuum mats	x									
Vacuum lobby (1)			x							
Damp mop elevators floors			x							
Scrub (Stride FF/GP Forward) elevator floor (Endura)							x			
Extract carpet (1) (dry extract winter)							x			
Clean stainless (elevator doors, rails, frames) - spot/detail	x					x				
Clean elevator walls - spot/detail (wood paneled)	x					x				
Clean baseboards lobbies spot/detail	x					x				
Clean walls - lobbies - spot clean			x							
Spot clean window seats and frames	x									
Dust vents in lobbies						x				
Windows - interior - spot clean					x					
Windows - detail in/out (Intervals on separate window sheet)										
<b>Garage 1 Stairwell (C Concourse Skybridge) (South)</b>										
Pick up debris	x									
Sweep/dust mop/vacuum					x					
Mop/machine scrub stairs and stair landings						x				
Dust hand rails of stairwell						x				
<b>Garage 1 Elevators 1-5 (3 cars) (A/B Concourse)(North)</b>										
Pick up debris	x									
Vacuum elevators / clean out threshold			x							
Clean stainless (elevator doors, rails, frames) - spot/detail	x					x				
Clean elevator walls - spot/detail	x					x				
Extract carpet (dry extract winter)						x				
Windows - garage wall - spot clean	x									
Windows - garage wall - detail (contracted see attached window sheet)						x				
Dust/spot clean lobby walls					x					

## Spokane International Airport Garage Elevators

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
<b>Garage 1 Elevator landings/lobbies/Stairs 1,3,4,5 (A/B Concourse)(North)</b>										
Pick up debris	x									
Sweep/vacuum/dust mop landings/lobbies/stairs/mats					x					
Mop/machine scrub landings/lobbies					x					
Mop/machine scrub stairs and stairwell landings						x				
Dust stairwell handrails					x					
Spot clean lobby windows	x									
Clean elevator and slider door thresholds					x					
Detail windows and door glass int/ext (see attached window sheet)						x				

## Spokane International Airport Skybridge Concourse A/B and Concourse C

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
<b>Skybridges - Concourse A/B and Concourse C</b>										
Pick up debris	x									
Empty waste receptacles - replace liners - spot clean receptacles	x									
Sweep/dust mop hard surface floors & stairs	x									
Spot mop as needed	x									
Spot clean railing, window sills, ledges	x									
Dust beams						x				
Spot clean walls, doors, switch plates,	x									
Spot clean windows					x					
Machine scrub (GerFlor) with approved products (Conc. A/B)(Stride FF)	x									
Spot clean/detail doors	x				x					
Dust/damp wipe baseboards					x					
Machine scrub floor-Endura- (Stride FF/GP Forward) (Conc. C)			x							
Buff floors - low speed (Conc. C)						x				
Deep clean (GP Forward) - Endura (S) GerFlor (Conc. A/B)							x			
Detail window ledges - north - out to drop off point - Satin						x				
Dust air handlers, air returns - where applicable						x				
Clean windows - in/out - Intervals on separate window sheet						x	see WS			
Vacuum 2nd floor elevator landing (Conc. A/B)	x									
Extract 2nd floor elevator landing (Conc. A/B)						x				
<b>Landings - stairs - terminal end</b>										
Pickup debris	x									
Empty waste receptacles - replace liners - spot clean receptacle	x									
Sweep/dust mop hard surface floors, (Conc. C) stairs	x									
Spot mop as needed	x									
Spot clean railing and walls	x									
Spot clean windows	x									
Spot clean/detail window ledges	x				x					below 5 ft.
Dust railings and half wall tops					x					
Spot clean/detail doors	x				x					
Dust air return - (Conc. A/B)						x				
Spot clean frosted glass (Conc. C)	x									
Machine scrub "C" landing - terrazzo					x					& as needed
Machine scrub - (Conc. A/B) - GerFlor - with approved products (Stride FF)			x							& as needed
Burnish (Conc. C) landing						x				
Deep scrub - GerFlor - (Conc. A/B) - (GP Forward)							x			& as needed
Strip/wax (Conc. C) landing - terrazzo									x	
Deep clean - (GP Forward)							x			
Mop stairs - (Conc. C) - Endura			x							
Edge mop - 12" out			x							
<b>CAUTION: Any equipment which may cause damage to walls must not be within 12" of walls. Use mops or alternate means.</b>										

## Spokane International Airport Escalators, Elevators and Skybridge

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
<b>Escalators</b>										
Pick up debris	x									
Sweep walk off grates - may need to vacuum			x							*as needed
Spot clean hand rails, side panels, side glass			x							
Spot clean treads - safety conscious - if need be shut down			x							
Spot clean stainless - rail rides on			x							
Spot clean stainless & vinyl side covers - horizontal			x							
Detail hand rails, side panels, side glass, all stainless, vinyl						x				
Detail stairs - tread machine						x				
Mop/clean walk off grates					x					
Disinfect hand rails					x					
Window along side escalators - see attached interval sheet						x				
<b>Elevators</b>										
Pick up debris	x									
Sweep out - clean out thresholds					x					
Damp mop elevator floors					x					*as needed
Spot wipe walls, rails, doors, button panel	x									
Detail stainless					x					
Scrub floor "Conc. C" - terrazzo						x				
Scrub floor - (Conc. A/B) - GerFlor						x				
Strip/wax - "Conc. C" - terrazzo									x	
Deep clean - GerFlor (GP Forward) - (Conc. A/B)									x	
Windows along swoop - see interval sheet							x			
Swoops - end of Conc. A/B skybridge (cleaned in conjunction w/windows)										
<b>Interior Plants - Skybridge</b> (dust & remove trash from planters)										*as needed

## Spokane International Airport 1st Floor - Terminal A/B and C, GTC, Info Booth

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Pick up debris	x									10x daily -24/7
Empty waste receptacles - replace liners - spot clean receptacle	x									5x daily
Empty Recycling containers	x									
Damp mop hard surfaces/vinyl surfaces	x									spot
Sweep/dust mop hard surface floors & stairs	x									
Clean and sanitize drinking fountains	x									
Clean entry way glass throughout (see window sheet)						x	See WS			
Spot clean walls, doors, switch plates	x									
Dust and spot clean walls and rails in stairwells	x									
Janitorial closets, storage areas, kept clean and organized	x									
Clean entry way foyers - vac/dust/spot clean walls/glass/spot extract	x				x					
Clean entry door thresholds - inside/outside								x		
Damp wipe baseboards					x					
Detail vacuum edges & corners, remove gum, spot clean when necessary					x					
Machine Scrub (ALL) floors	x									
Scrub maintenance coat floors - 6 month off strip/recoat cycle										N/A presently
<b>DO NOT TWISTER BLACK PIE TERRAZZO at end of Arrival ramp</b>										will chip surface
Burnish/Twister polish Floors (except C ticket to Main ticket)			x							
Strip & refinish hard surface floors with wax, burnish to high luster										N/A presently
Polish up/Re-densify - Polished terazzo floors - Americo Twister									x	
Scrub/Strip/Seal with 341 C ticket floors to Main ticket									x	
Vacuum/mop stairs landings	x									
Dust all counters, air handlers and air returns-where applicable					x					
Dust signage						x				SIA signage
Mop/scrub all corners where machines cannot get into including Terrazzo steps from the ticket counter to upper level concourse	x									
Brush upward all vertical walls to the height of the ceiling using a soft bristle broom to remove all collected dust on wall and counters, including those fixtures suspended from ceilings, vacuum lower areas and items accordingly to remove fallen dust						x				up to 7ft
Spot clean/polish stainless steel	x									
Spot clean windows	x									
Polish all wood paneling and wood surfaces								x		up to 7ft
Damp mop or machine scrub all floors -spot clean	x									
Vacuum all carpet/place back furniture as positioned	x									
Spot clean carpet as needed	x									
Extract carpet according to schedule or as needed						x				
Clean front of ticket counters- stainless/wood/shelf - no kiosk/scales					x					
Clean Info Booth per office cleaning sheet				x						
Clean front of Rental car counters - stainless/wood/shelf					x					
*Clean vacant ticket counter areas - dust, wipe, police up					x					
Aluminum framing all areas - washed, polished								x		
<b>NOTE: Contractor is not responsible for areas behind car rental or airline ticket counters or any tenants areas (i.e. restaurants/retail, etc.), therefore those areas are not part of this Contract. Floors on screening area are included</b>										
<b>CAUTION: Any equipment which may cause damage to walls must not be within 12" of walls. Use mops or alternate means .</b>										
<b>NOTE: Contractor is not responsible for cleaning vendor/advertisement displays, signage, counters or vending machines. Must spot clean as needed &amp; report for further cleaning.</b>										

## Spokane International Airport Concourses

Concourses/Hallways/Entrances/Stairs Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Pick up debris	x									10x daily -24/7
Empty waste receptacles. Replace liners as necessary	x									5x daily
Empty recycling containers	x									
Damp mop hard surfaces/vinyl surfaces	x									spot
Sweep/dust mop hard surface floors & stairs	x									
Clean and sanitize drinking fountains	x									
Clean entry way glass throughout (see window sheet)						x				
Spot clean walls, doors, switch plates	x									
Spot clean walls and rails in stairwells	x									
Janitorial closets, storage areas, kept clean and organized	x									
Dust rails, half walls, baseboards of ramps					x					
Move, vacuum entrance mats					x					
Damp wipe baseboards					x					
Detail vacuum edges and corners, remove gum, spot when necessary					x					
Scrub floors& recoat, burnish to a high luster			Burnish					x		
Strip & refinish hard surface floors with wax, burnish to high luster									x	
Deep scrub floor - Horizon Arrival/Departure ways - apply wax 2x								x		N/A
Vacuum/mop stairs landings			x							
Dust air handlers and air returns-where applicable						x				
Dust signage						x				SIA signage
Spot clean chair sets	x									
Dust/Clean all chairs sets						x				
Mop scrub all corners where machines cannot get into	x									
Dust walls						x				up to 7ft
Spot clean glass	x									
Clean charging counters (Airport owned counters)	x									
Spot clean /polish stainless steel	x									
Polish all wood paneling and wood surfaces							x			up to 7ft
Damp mop or machine scrub all floors -spot clean	x									
Vacuum all carpet/place back furniture as positioned	x									
Spot clean carpet as needed	x									
Clean windows int/ext (per window sheet)										
Extract carpet as scheduled						x				
Aluminum framing all areas - washed, polished						x				
*Clean vacant airline podium areas - dust, wipe,spot clean	x									
Spot/Clean window ledges/seats	x				x					
<b>NOTE: Contractor is not responsible for areas behind car rental or airline ticket counters or any tenants areas (i.e. restaurants/retail, etc.) , therefore those areas are not part of this Contract. Floors on screening area are included</b>										
<b>CAUTION: Any equipment which may cause damage to walls must not be within 12" of walls. Use mops or alternate means .</b>										
<b>NOTE: Contractor is not responsible for cleaning vendor/advertisement displays, signage, counters or vending machines. Must spot clean as needed &amp; report for further cleaning.</b>										

## Spokane International Airports Jetways

Cleaning Task	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	Remarks
Pick up debris	x									
Empty waste receptacles. Replace liners as necessary	x									
Spot clean walls, railings, floors	x									
Spot vacuum carpet	x									
Detail vacuum					x					
Wipe all walls							x			
Clean troughs							x			
Clean handrails completely					x					
Mop end rubber floor					x					
Spot clean carpets					x					
Extract carpet -(see carpet sheet)						x				
Respond to extract extended jetway during maintenance									x	
*Note: Exercise caution when cleaning walls, spotting/extracting carpet & mopping end mats during freezing weather										
*Note - Do Not go past jetway end doors										
*Note - To extract full jetway - contact airline or terminal maintenances to extend fully - Do Not operate jetways										
*Note - Leave jetway if you find Aircraft door open										





## Spokane International Airport Classrooms, Offices, Conference Rooms, Police Department

Cleaning Task	CLEANING FREQUENCIES									
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	Remarks
Pick up debris		x								
Empty waste receptacles. Replace liners			x							chk 5x week
Empty recycling containers - per occupants instructions			x							
Clean all cleared desks, tables and countertops			x							
Spot clean walls, doors, switch plates, kick plates					x					
Spot clean windows			x							
Vacuum carpet, spot clean all spills in all floors			x							chk daily
Sweep/Dust Mop hard surface floors, all floors			x							
Remove adhesive and tape from all surfaces					x					
Scrub vinyl floors & recoat to achieve clean & high luster finish							x			clean/safe
Dust/wipe chair frames						x				
Dust window sills					x					
Detail vacuum classrooms and offices - include chairs					x					
Strip and refinish floors - where applicable									x	
Drinking fountains clean, remove stains - polish		x								
Scrub floors & recoat to achieve clean & high luster finish							x			
Floors are to be stripped to prevent wax build up									x	
Clean windows int/ext (per window sheet)										
Polish all wood paneling and wood surfaces							x			up to 8 ft
Extract carpeting										6 months
**ADMIN Central File Room (swp/mop/dust) (Must coordinate w/admin staff)					x					
<b>Airport Police Office</b>										
*all items will have same frequency as above with exception of:										
Pick up debris	x									
Empty waste receptacles	x									
Spot clean all walls, doors, switch plates, kick plates			x							4x
Holding cell			x							
Clean restroom/locker room (per Restroom sheet)	x									
<b>Note: Staff designated to clean Police Dept. will be subject to additional security screening</b>										

## SPOKANE INTERNATIONAL AIRPORT Airport Event Center/Executive Center

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Pick up debris										Per request
Empty waste receptacles. Replace liners										Per request
Empty recycling containers - per occupants instructions										Per request
Clean all cleared desks, tables and countertops										Per request
Spot clean walls, doors, switch plates, kick plates										Per request
Spot clean glass										Per request
Vacuum carpet, spot clean all spills in all floors										Per request
Sweep/Dust Mop hard surface floors, all floors										Per request
Remove adhesive and tape from all surfaces										Per request
Scrub vinyl floors & recoat to achieve clean & high luster finish										if applicable
Dust/wipe chair frames										Per request
Dust window sills										Per request
Detail vacuum classrooms and offices - include chairs										Per request
Strip and refinish floors - where applicable										Per request
Drinking fountains clean, remove stains - polish										Per request
Scrub floors& recoat to achieve clean & high luster finish									x	if applicable
Floors are to be stripped to prevent wax build up									x	if applicable
Polish all wood paneling and wood surfaces										up to 8 ft
Extract carpeting										6 months
Clean window glass Interior/Exterior (per window sheet)										
<b>RESTROOMS</b>										
(per restroom cleaning sheet)										Per Request
<b>KITCHENETTE</b>										
(per Breakroom cleaning sheet)										Per Request
<b>(Billed Monthly ADHOC)</b>										

## Spokane International Airport Baggage Claim and Winter Ops

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Pick up debris from floor	x									10x daily -24/7
Empty waste receptacles. Replace liners as necessary	x									5x daily
Empty recycling containers	x									
Spot clean walls, doors & switches	x									
Spot clean windows	x									
Spot clean/dust chair sets & tables to include rockers	x									
Vacuum, spot clean all spills	x									
Spot clean stainless steel as needed					x					
Remove adhesive and tape from all surfaces					x					
Damp wipe vinyl chairs and sofas						x				
Dust window sills					x					up to 5ft
Machine scrub floors	x									
Polish/Re-Densify Floors (Twister)								x		
Floors are to be stripped to prevent wax build up									x	if applicable
Burnish floors or Twister polish/maintain			x							
Maintenance wax coat floors								x		if applicable
Clean windows int/ext (per window sheet)										
<b>CAROUSELS/BELTS</b>	x									
Pick up debris from carousels	x									
Spot clean stainless					x					
Vacuum carpeted area of carousel centers					x					
Polish stainless of carousels										
(*use access ladder to access centers)										
<b>Winter Ops</b>										
										as needed
Machine scrub C ticket - GTC (ADHOC monthly billing) (areas of snow/slush/ice/deice/water/tracked in dirt)										as needed
Sweep/Mop/Vacuum/Machine scrub - other terminal areas (with excessive deice tracking)(ADHOC monthly billing on above billing)										
<b>**CAUTION DO NOT STAND ON BELT**</b>										

**Spokane International Airport  
A/B Terminal - 2nd Floor  
Breakroom, Hallway and End Stairwells**

Cleaning Task	CLEANING FREQUENCIES										Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	2 Month	3 Month	6 Month	Annual	
<b>Break rooms</b>											
Clean table tops					x						
Pick up debris		x									
Empty waste receptacles. Replace liners		x									
Empty recycling containers - per occupants instructions		x									
Sweep and damp mop/sanitize floors			x								
Clean inside of microwaves						x					
Clean/Defrost refrigerators						x					
Replenish all supplies			x								
Wash waste containers						x					
Spray buff floor								x			
Damp wipe vinyl chairs						x					
Remove adhesive and tape from all surfaces			x								
Strip and refinish floors										x	
Scrub floors & recoat to achieve clean & high luster finish								x			
Floors are to be stripped to prevent wax build up										x	
Polish all wood paneling and wood surfaces								x			up to 7ft
<b>2nd Floor Hallway - &amp; out to sky bridge (*GerFlor)</b>											
Pick up debris	x										
Sweep/Mop	x										
Scrub						x					
Strip/Wax											N/A
Dust railing & half wall					x						
Dust Airline signs hung from ceiling										x	
Dust wood paneling ledge								x			
Spot clean walls	x										
* Only use GerFlor approved products											
Note - at times items will be placed in hallway - please check to verify need to dispose of											
<b>End Stairwells</b>											
Pick up debris	x										
Sweep/Mop					x						
Dust railings					x						
Spot clean walls	x										
Buff						x					
Strip/refinish										x	

**Spokane International Airport  
All Terminal Restrooms  
(includes Admin - 2nd Floor)**

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Remove trash from floors, counters, stalls and sani-sac containers	x									10x daily
Empty waste receptacles. Replace liners - wash receptacle if soiled	x									5x daily
Spot clean walls, doors, glass, and switches	x									7x daily
Clean and polish all bright work and mirrors	x									5x daily
Replenish all supplies as needed	x									10x daily
Clean, sanitize and polish all surfaces of sinks, toilets/seats and urinals, flush valves and plumbing	x									5x daily
Clean/sanitize all fixtures	x									5x daily
Clean mirrors	x									5x daily
Clean countertops	x									5x daily
Stock dispensers - feminine					x					
Damp wipe and sanitize walls and partitions next to fixtures	x									5x daily
Sweep, damp mop and sanitize floor	x									5x daily
Check function of each fixture and report problems	x									5x daily
Dust all low surfaces (up to ceiling)					x					
Remove adhesive and tape from all surfaces					x					
Vacuum fabric and damp wipe vinyl chairs and sofas										6 months
Vacuum and clean air diffusers and grills						x				
Wash all walls, partitions & doors (Detail cleaning)						x				
Clean partition brackets						x				
Delime and remove soap scum from fixtures	x									
Fill floor drains with scented solution					x					SIA provided
Report and remove graffiti	x									7x daily
Wash and disinfect walls/scrub floors (Detail cleaning)						x				
Dust all high surfaces					x					up to 7 ft.
Shampoo upholstered furniture								x		
Strip/wax Terrazzo floors							x			(if waxed)
Deep clean hard tile floors and grout							x			
Clean/Inspect baby changing stations	x									7x daily

## Spokane International Airport Carpet Care Program

Carpet Cleaning Locations	Area	Sq.Ft	Type/Program	Frequency	Remarks
Ticket Building	Airport Offices/Board room		Extraction	180 days	spot as needed
Main Ticketing	Front of Ticket counters		Extraction	30	spot as needed
Concourse A, 2nd floor	Ramps & Upper Level		Extraction	30	spot as needed
Concourse A, 2nd floor	Jetway 11		Extraction	90	spot as needed*
Concourse A, 2nd floor	Jetway 12		Extraction	90	spot as needed*
Concourse A, 2nd floor	Jetway 13		Extraction	90	spot as needed*
Concourse A, 2nd floor	Jetway 14		Extraction	90	spot as needed*
Concourse A, 2nd floor	Jetway 15		Extraction	90	spot as needed*
Concourse B & 2nd floor	Ramps & Upper Level		Extraction	30	spot as needed
Concourse B & 2nd floor	Jetway 1		Extraction	90	spot as needed*
Concourse B & 2nd floor	Jetway 3		Mop/scrub/strip/wx	90	Hard Floor Stairs
Concourse B & 2nd floor	Jetway 4		Extraction	90	spot as needed*
Concourse B & 2nd floor	Jetway 5		Extraction	90	spot as needed*
Concourse B & 2nd floor	Jetway 6		Extraction	90	spot as needed*
Concourse B & 2nd floor	Jetway 7		Extraction	90	spot as needed/idle*
Concourse B & 2nd floor	Jetway 8		Extraction	90	spot as needed*
Concourse C	Concourse & Gate		Extraction	30	spot as needed
Concourse C	Jetway 30, 31, 32		Extraction	90	spot as needed*
GTC/Main ticket conference rooms			Extraction	180	spot as needed*
Police Department			Extraction	180	spot as needed
Ground Transportation Center	Public Area		Extraction	30	spot as needed
Entry Ways	All Frontal		Extraction	30	spot as needed**
Main Baggage			Extraction	60	spot as needed
AB lower level elevator landings			Extraction	60	spot as needed*
Conc. A/B Skybridge Elevators			Extraction	60	spot as needed
Conc. C Skybridge Elv tower 1st flr			Extraction	60	spot as needed*
AB Concourse Elevators			Extraction	60	spot as needed*
TSA Offices/Locker rooms	Lower "B", Rotunda, "C" hallway		Extraction	Annual	spot as needed
Parking Garage office			Extraction	180	spot as needed
<b>*ACCOMPLISH WATER REMOVAL OF FLOODED AREAS ON DEMAND - Extractor, Wet Vac, Squeegee, May need to deice if entry freezes</b>					
*Adjust to prevent freezing during inclement weather months					
**May need to be Dry Extracted during inclement weather months					
<b>*ACCOMPLISH GUM AND SPOT REMOVAL DAILY AS NEEDED</b>					

# Spokane International Airport

## Window Care Program

Windows	Area	Inside	Outside	Remarks
PLEASE SEE WINDOW SHEET			Contracted	
<p>**Biohazard - Appropriate party responsible for cleaning biohazard shall remove prior to cleaning windows</p>				

## Spokane International Airport TSA Classrooms, Offices, Conference Rooms, Break Rooms

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
<b>Classrooms/Offices/Conference/Break Rooms</b>										
Pick up debris	x									
Empty waste receptacles. Replace liners	x	x								*24/7-8/5
Clean all cleared desks, tables and countertops	x	x								*24/7-8/5
Clean all erased chalkboards, whiteboards & trays					x					
Spot clean walls, doors, switch plates, kick plates	x	x								*24/7-8/5
Vacuum carpet, spot clean all spills on all floors	x	x								*24/7-8/5
Sweep/Dust Mop hard surface floors	x	x								*24/7-8/5
Clean and sanitize all phones			x							
Remove adhesive and tape from all surfaces					x					*24/7-8/5
Scrub vinyl floors & recoat to achieve clean & safe finish							x			
Dust all high surfaces					x					up to 7ft
Dust window sills					x					
Detail vacuum classrooms and offices					x					
Strip and refinish floors - where applicable									x	
Scrub floors & recoat to achieve clean & safe finish							x			
Floors are to be stripped to prevent wax build up									x	& as needed
Dust all desk, chairs, telephones, etc.					x					
Polish all wood paneling and wood surfaces						x				
*8/5 - 8 hr areas 5 days a week										
**Some areas may have restricted access - work with TSA to coordinate access to service these areas and maximize service - some frqs will be missed										



## Spokane International Airport TSA Checkpoints

Cleaning Task	CLEANING FREQUENCIES								Remarks	
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month		Annual
Pick up debris	x									5x daily
Empty waste receptacles. Replace liners	x									5x daily
Sweep/dust mop hard surface floors	x									
Vacuum all walk-off mats	x									
Spot clean Partition glass	x									
Clean partition glass complete - see window sheet						2x				contract
Spot clean glass throughout	x									
Spot clean walls, doors, switch plates	x									
Spot dust and spot clean walls	x									
Damp wipe baseboards					x					
Detail vacuum edges and corners, remove gum, spot when necessary					x					
Strip & refinish hard surface floors with wax, burnish to high luster									x	burnish 4x
Dust all counters, air handlers and air returns-where applicable					x					
Mop scrub all corners where machines cannot get into	x									
Brush upward all vertical walls to the height of the ceiling using a soft bristle broom to remove all collected dust on wall and counters, including those fixtures suspended from ceilings, vacuum lower areas and items accordingly to remove fallen dust						x				
Spot clean /polish stainless steel	x									
Damp Mop or machine scrub all floors	x									
Deep scrub tile floors and grout							x			
<b>DO NOT CLEAN</b> TSA Equipment, mags, x-ray equipment, rollers, tables or bins										
CAUTION: Any equipment which may cause damage to walls <b>must not</b> be within 12" of walls. Use mops or alternate means.										



## Spokane International Airport Arrival, Departure and Rotunda Area

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Pick up debris	x									8x daily
Empty waste receptacles. Replace liners	x									5x daily
Sweep/dust mop hard surface floors, ramps	x									
Vacuum all walk-off mats										contract
Spot Clean Chairs	x									spills
Dust/Clean Chair sets						x				
Spot clean glass throughout - full length walls	x									
Clean all glass - window sheet attached						x				Contracted
Spot clean walls, doors, switch plates	x									
Dust and spot clean glass 1/2 walls and rails ramps	x									
Damp wipe baseboards					x					
Detail vacuum edges and corners, remove gum, spot when necessary					x					
Dust all, air handlers and air returns-where applicable					x					
Mop scrub all corners where machines cannot get into including Terrazzo steps from the ticket counter to upper level concourse	x									
Brush upward all vertical walls to the height of the ceiling using a soft bristle broom to remove all collected dust on wall and counters, including those fixtures suspended from ceilings, vacuum lower areas and items accordingly to remove fallen dust							x			up to 7ft
Spot clean /polish stainless steel	x									
Polish all wood paneling and wood surfaces - Marlite						x				up to 7ft
Deep clean grout of tile							x			
Damp Mop or machine scrub all floors - include ramps and stairs	x									
*Have FAST clean tech for ramps - short notice 24/7 -spills - safety										* as needed
FIDS monitors - throughout SIA spot clean/dust	x				x					
<b>*Note new generation are not glass covered - will be SIA responsibility</b>										*still dust
<b>CAUTION: Any equipment which may cause damage to walls must not be within 12" of walls. Use mops or alternate means.</b>										

**SPOKANE INTERNATIONAL AIRPORT**  
**Terminal/Field Maint - SIA Ops - Parking Office - IT**

Cleaning Task	CLEANING FREQUENCIES							
	DAILY	2x weekly	3x weekly	1x weekly	1 month	3 month	6 month	ANNUAL
<b>Office Suites</b>								
Pick up Debris				X				
Clean Restrooms per SIA sheet				X				
Clean Break room per SIA sheet				X				
Clean Kitchenette per Break room sheet				X				
Empty trash receptacles - common - replace liners				X				
Empty trash - offices - replace liners				X				
Sweep Floors - common				X				
Damp mop floors - common				X				
Damp mop floors - offices				X				
Vacuum carpeted floors				X				
Edge vacuum					X			
Spot clean carpeting				X				
Spot clean Entry door glass				X				
Clean service window glass				X				
Deep clean RR floors						X		
Deep clean RR walls							X	
Scrub vinyl/vct tile floors							X	
Scrub/strip/wax vinyl/vct tile floors								X
Extract carpeting								X
Clean interior/exterior windows - see W/S					See WS			
<b>SRE Hallway</b>								
(from side entry door to past the mechanics sink								
Pick up debris				X				
Clean mechanics sink				X				
Service PT dispenser				X				
Spot clean walls				X				
Sweep/mop floor				X				
Clean drinking fountains				X				
<b>*NOTE Field Maint 2x weekly (seasonal) increased based on SIA request</b>								adj bill seasonally
<b>*NOTE SIA Ops has 3 floor levels</b>								
* Field Maint (Tues daytime)				X				
SIA Ops (Thurs daytime)				X				
TM (Thurs daytime 3pm)				X				
Parking (Sunday/Monday Graveyard)				X				
IT (Lower B) (0845/0930)				X				

## Spokane International Airport Customs Building

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
<b>PUBLIC SIDE RESTROOM</b>					*X					
Pick up debris					*X					
Stock paper supplies					*X					
Clean fixtures					*X					
Clean mirror					*X					
Sweep/Mop floor					*X					
Deep Clean tile & grout									X	
Spot clean walls, doors					*X					
<b>*Presently doing weekly</b>										
<b>MAIN OFFICE</b>										
Pick up debris						X				
Dust walls, sills, vents, desk						X				
Spot clean walls and doors						X				
Spot clean windows						X				
Spot clean desk, counters						X				
Empty trash & replace liners						X				
Vacuum						X				
Sweep/mop hard floors						X				
<b>Note: Escort required</b>										
<b>RESTROOM</b>										
Same as Public Side Restroom above						X				
<b>Note: Escort required</b>										
<b>*Presently done as requested</b>										1-4x monthly
<b>WINDOWS</b>										
Spot clean						X				
Clean completely (see attached window sheet)										
<b>Note: Escort Required</b>										

## Spokane International Airport Triturator, Cargo, Fuel Facility

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
<b>Triturator Room</b>										
(Aircraft lavatory dump room)										
Pick up debris										3-4x wkly
Empty trash receptacles										3-4x wkly
Replace liner										3-4x wkly
Wash down floor										3-4x wkly
Spot clean walls, doors, windows										3-4x wkly
<b>Parking Garage</b>										
Bio Hazard cleanup										ADHOC
<b>Cargo Building (Common Use Restrooms)</b>										
Clean restrooms		x								
Stock paper supplies - soap		x								
Pick up debris		x								
Empty trash receptacle		x								
Clean/sanitize fixtures		x								
Clean mirrors		x								
Spot clean walls, windows, doors		x								
Spot clean partitions		x								
Sweep/Mop disinfect floors		x								
Deep clean floor							x			
Deep clean tile - walls							x			

## Spokane International Airport QTA

Cleaning Task	CLEANING FREQUENCIES								Annual	Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month		
<b>RESTROOMS (5)</b>										
Stock paper supplies - soap	x									
Pick up debris	x									
Empty trash receptacles	x									
Replace liners	x									
Sweep/Mop floor - disinfect	x									
Clean/sanitize fixtures	x									
Clean mirrors	x									
Spot clean walls, doors, windows	x									
Dust vents						x				
Deep clean floor/apply finish/sealer							x			
Deep clean tile/walls							x			
Bio Hazard cleanup										ADHOC
Monitor Compactor and call for service					x					as needed
<b>FUEL OFFICE</b>										
Pick up debris		x								
Empty trash receptacles		x								
Sweep/Mop Floor		x								
Spot clean walls, doors, windows		x								
Dust vents						x				
Deep clean floor/apply finish/sealer								x		
<b>QTA LOTS -Litter Patrol</b>										
Perimeter fence lines (inside/outside)				x						
Rock/Flower Beds including planter boxes @ GTC				x						

## Spokane International Airport Supplemental

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
<b>Trash Receptacles</b>										
Empty all trash cans pre-screening (for Security Requirement)	x									5 times
Wash all trash receptacles (inside and outside of terminal)									x	& as needed
<b>Phone Banks &amp; Courtesy Phone</b>										
Pick up debris	x									
Spot clean unit	x									
Sanitize	x									
Clean/Polish Stainless					x					
Clean shelves	x									
<b>Fire Extinguisher cabinets</b>										
Dust inside cabinets								x		
Clean door glass								x		
<b>Walk off mats</b>										
Spot vacuum	x									
Complete vacuum				x						
Swap out with cleaned mats										as needed
Pressure Wash (Pressure washer provided by SIA in Lower B Old triturator)									x	& as needed
*MATS will be collected nightly from front of terminal and stowed on SIA provided carts - and redeployed by 0300 hrs	x									
*Extra Mats, once cleaned, will be stored in designated area (presently below Gate 2 stairwell)										
<b>Paper towel machines</b>										
Replace batteries - as needed										SIA provides
Perform minor repairs - jams										as needed
Vacuum out paper dust								x		
<b>Pet Relief Stations Interior (Lower A)(UpperC)</b>										
Empty trash receptacle - replace liner	x									
Check and service supplies	x									
Spot clean mats, walls, fire plug daily	x									
Wash mats, walls, fire plug					x					
Clean floor under mats and behind/around station					x					



## Spokane International Airport Supplemental

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
<b>Bow Wow stations (Exterior)</b> <b>(3 front terminal, 1 by Executive Event Cntr.</b> <b>(1 at cell lot, 2 at far nature walk path)</b>										
Empty Trash receptacle - replace liner										as needed
Check and service supplies	x									
<b>Air Sanitizers - Police Department only</b>										
Replace refills - as needed										SIA provides
Replace batteries - as needed										SIA provides
Reset timers - as needed										
<b>Hand Sanitizers in terminal area (presently 12)</b>										
Check/Service daily	x									
<b>Signage</b>										
Dust/spot clean/wipe (SIA Signage)						x				
High Signage - Terminal										as requested
<b>Stanchion-Airline ticketing/Queueing</b>										
dust/wipe - bases only						x				
<b>Disposable Supplies</b>										
Transfer from storage to prep room					x					& as needed
Stock closets to level	x									& as needed
<b>Chair Sets (to include rockers) Pre-Security</b>										
Spot clean	X									
Clean entirely						X				
<b>Taxi Booth</b>										
Clean Exterior windows per window sheet						x				
<b>Nursing Stations (2) 1 in Rotunda &amp; 1 in Upper C Concourse</b>	x									5x daily
Pick up debris		x								
Empty trash receptacle	x									5x daily
Wipe/sanitize all contact surfaces (seats, table, trash receptacle, handles)	x									5x daily & as needed

# Spokane International Airport Supplemental

Cleaning Task	Cleaning Frequencies									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
<b>Nursing Stations continued</b>										
Sweep & mop floors	x									5x daily & as needed
Wipe/sanitize all interior walls, seats, tables, trash receptacle, handles & doors					x					
Dust and wipe down exterior walls & doors					x					
Deep clean floor										as needed
Report any issues with Nursing Stations to Terminal Maintenance										<b>ASAP</b>

## Spokane International Airport Supplemental

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
<b>ITEMS LISTED BELOW may be requested ADHOC</b>										
<b>Motel/Hotel electronic info/contact boards</b> (GTC/C Bag/Main Bag)										N/A
<b>Park Pay stations</b> (C ticket/C Bag/Main Bag)										N/A
<b>SIA Shuttle info status electronic boards</b> (C Bag int/ext, GTC int/ext)										N/A
<b>Silk planters</b> Main Sky Bridge										as needed
<b>HIGH Dusting (ADHOC) (for INFO)</b>										
Art (See attached High Dusting sheet)										
Ledges// beams/walls, (See attach. High Dusting sheet)										
Signage, Brackets, (See attach. High Dusting sheet)										
Exposed carpeted roofs (See attach. High Dusting sheet)										
Food Court signage, beams, walls (See attach. High Dusting sheet)										Charge to tenant
Work done for Lessees will be a separate business transaction - (unless SIA directs the service and dicates SIA will be charged)										
<b>DO NOT CLEAN/TOUCH - Displayed Auto/Boat/RV</b> (Presently in Main baggage by end exit door) (Schedule to clean those wall windows with SIA)										
<b>DO NOT CLEAN/TOUCH Art Display Cabinets</b> (Presently stationed in GTC and C Hall)										

## Spokane International Airport Parking Lots, Garages and Sidewalk

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
<b>LOTS</b>										
Pay Station/Metered Lots trash receptacles (empty trash, wipe down)(Walk route)	x									
Employee lots, North Shuttle lot, "C" area lot, outside lot, Cell phone lot - (empty trash, wipe down)				x						
Pay Station/Metered Lots - litter patrol (walking route)	x									
Employee lots, North Shuttle lot, Cell phone lot, "C" area lot, Outside lot - (litter patrol)				x						
<b>Parking Garage</b>										
Stairwells(pick up debris) (sweep stairs and landings)	x					x				
Dust stairwell hand rails							x			
Parking Garage trash receptacles (empty trash, wipe down) (walking route)			x							
Parking Garage litter patrol (walking route)			x							
NOTE: ALL Litter patrol includes emptying smoking and waste receptacles										
<b>Front Sidewalk</b>										
Pressure washing (work must be accomplished between 1:00 a.m. and 3:00 a.m weekends. Hours & times are subject to change & weather dependent						x				
Pressure washer shall be truck or trailer mounted washer w/own tank) Third Party may provide this service										
April - September pressure washing sidewalks - Front sidewalk from "C" outside parking lot & continue around to RAC entrance. NOTE: May be extended dependent on weather (Supervisor approval req.)										

## Spokane International Airport Parking Lots, Garages and Sidewalk

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Front sidewalk from "C" outside parking lot & continue around to RAC entrance (litter patrol) (empty trash, wipe down) (walking route)	x									
Front sidewalk from "C" outside parking lot & continue around to RAC entrance (litter patrol) (out to white strip of road) (walk route)	x									
(*wash down walls and benches adjacent to sidewalks- rinse splashed windows if necessary)					x					
(*Schedule pressure washing just prior to window cleaning)										
<b>Vehicle entries Garage/Lots/Lanes/Landscape strips)</b>										
(covers both side of vehicle entries to fence lines)										
(covers out to where garage entry lanes converge)										
(only goes out to garage/lot exit lane booths)										
(covers landscape and lot separator strips within lots & within lot/garage entry/taxi lanes)										
(DOES NOT INCLUDE MAJOR ROADWAY)										
Pick up debris	x									

# Spokane International Airport CELL LOT and Restrooms

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
<b>LOTS</b>										
Pick up debris within lot and entry/exit	x									
Empty trash receptacles	x									
Empty butt cans					x					
Check/service Bow Wow supply/disposal stations	x									
Pick up debris 20 ft off edge/curb of lots	x									
<b>Restrooms</b>										
Clean per restroom cleaning sheet	x									9am
Check and service as needed	x									1pm

**SPOKANE INTERNATIONAL AIRPORT**  
**Bag Barns-STA Remote Bus Stops-Pay Stations**  
**Shuttle Shacks-Smoke Shacks-Compactor areas**

Cleaning Task	CLEANING FREQUENCIES							
	DAILY	2x weekly	3x weekly	1x weekly	1 month	3 month	6 month	ANNUAL
<b>Bag Barns (Make up)</b>								
Pick up debris				x				
Vacuum/Sweep entire area (Billy Goat type vacuum)					x			
(Airline staff, TSA staff areas and Carousels not included)								
<b>STA Remote Bus Stops (2ea) (Flint Road and Spotted Road)</b>								
Pick up debris	x							
Empty trash receptacle- replace liner	x							
Spot clean windows	x							
Wipe Bench down	x							
Wash windows completely: Int/Ext- see window sheet					x			window sheet
<b>(Park Pay Stations 5 ea) (By Metered Lots)</b>								
Pick up debris								
Spot clean glass								
Wash glass completely - Int/Ext- see window sheet					x			window sheet
<b>Shuttle Shacks (GTC/Middle C)</b>								
Wipe benches daily	x							
Spot clean glass	x							
Wash windows completely - Int/Ext - see window sheet					x			
<b>Smoke Shacks (C ticket/Main ticket)</b>								
Wipe benches daily	x							
Spot clean glass	x							
<b>Compactor areas (Main Term/QTA)</b>								
Scoop/Sweep around after compactor emptied				x				
Sweep/Wash back dock out to compactor				x				
Squeegee/Shovel/deice	x							as needed

**Felts Field  
Building 11  
Lobbies, Halls, Stairwells and Offices**

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Pick up debris	x									
Empty waste receptacles - replace liners - spot clean receptacles	x									
Empty Recycling containers - per occupant instruction	x									
Sweep/dust mop hard surface floors & stairs	x									
Damp mop hard surfaces/vinyl surfaces	x									
Clean and sanitize drinking fountains	x									
Clean entry way glass throughout - spot clean	x									
Spot clean walls, doors, switch plates	x									
Dust and spot clean walls and rails in stairwells	x									
Janitorial closets, storage areas, kept clean and organized	x									
Clean entry way foyers - vac/dust/spot clean walls/glass/spot extract	x									
Clean entry door thresholds - inside/outside	x									
Damp wipe baseboards							x			
Detail vacuum edges & corners, remove gum, spot clean when necessary					x					
Machine scrub floors						x				
Scrub floors & maintenance coat-annual-offset 6 months from strip/wax								x		
Burnish floors/spray buff						x				
Strip & refinish hard surface floors with wax, burnish to high luster									x	
Vacuum/mop stairs landings	x									
Dust all counters, air handlers and air returns-where applicable					x					
Dust signage						x				
Mop/scrub all corners where machines cannot get into			x							
Brush upward all vertical walls to the height of the ceiling using a soft bristle broom to remove all collected dust on wall and counters, including those fixtures suspended from ceilings, vacuum lower areas and items accordingly to remove fallen dust						x				up to 7ft
Spot clean /polish stainless steel	x									
Polish all wood paneling and wood surfaces								x		up to 7ft
Damp mop or machine scrub all floors -spot	x									
Vacuum all carpet/place back furniture as positioned	x									
Spot clean carpet as needed			x							
Extract carpet according to schedule or as needed								x		
Sweep/pick up debris frontal and rear sidewalk area	x									
Aluminum framing all areas - washed, polished							x			
<b>CAUTION: Any equipment which may cause damage to walls <b>must not</b> be within 12" of walls. Use mops or alternate means.</b>										
Note: All of the above cleaning tasks are to include the Pilots Lounge and any occupied offices on the Second Floor										



**Felts Field  
Building 11  
Restrooms**

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Remove trash from floors, counters, stalls and sani-sac containers	x									
Empty waste receptacles. Replace liners - wash receptacle if soiled	x									
Spot clean walls, doors, glass and switches	x									
Clean and polish all bright work and mirrors	x									
Replenish all supplies as needed	x									
Clean, sanitize and polish all surfaces of sinks, toilets/seats and urinals, flush valves and plumbing	x									
Clean and sanitize all fixtures	x									
Clean mirrors	x									
Clean and disinfect countertops	x									
Stock dispensers - feminine					x					if equipped
Damp wipe and sanitize walls and partitions next to fixtures	x									
Sweep, damp mop and sanitize floor	x									
Check function of each fixture and report problems	x									
Dust all low surfaces (up to ceiling)					x					
Remove adhesive and tape from all surfaces					x					
Vacuum fabric and damp wipe vinyl furniture					x					
Vacuum and clean air diffusers and grills						x				
Wash all walls, partitions & doors						x				
Clean partition brackets						x				
Delime and remove soap scum from fixtures					x					
Fill floor drains with scented solution					x					SIA provided
Report and remove graffiti	x									
Wash and disinfect walls/scrub floors						x				
Dust all high surfaces								x		
Damp wipe all lockers						x				if equipped
Vacuum carpet in locker room					x					if equipped
Edge vacuum					x					
Shampoo upholstered furniture								x		if equipped
Wipe table tops in locker room	x									if equipped
Deep clean hard tile floors & grout								x		if equipped
Strip/wax Terrazzo floors									x	if equipped
Strip/wax polished concrete floors - if waxed									x	if equipped

**Felts Field  
Building 14  
Lobbies, Halls, Stairwells and Offices**

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Pick up debris		x								
Empty waste receptacles - replace liners - spot clean receptacle		x								
Empty Recycling containers - per occupant instruction		x								
Sweep/dust mop hard surface floors and stairs		x								
Damp mop hard surfaces/vinyl surfaces		x								
Clean and sanitize drinking fountains		x								
Spot clean walls, doors and switch plates		x								
Dust and spot clean walls and rails in stairwells		x								
Janitorial closets, storage areas, kept clean and organized		x								
Clean entry way foyers - vacuum/dust/spot clean walls/glass/spot extract		x								
Clean entry door thresholds - inside/outside					x					
Sweep and pick up debris - frontal and rear side walk area		x								
Damp wipe baseboards						x				
Detail vacuum edges and corners, remove gum, spot when necessary					x					
Machine scrub floors						x				
Scrub Floors & Maintenance coat-annual-offset 6 months from strip/wax								x		
Burnish/spray buff floors						x				
Strip & refinish hard surface floors with wax, burnish to high luster									x	
Vacuum/mop stairs landings		x								
Dust all counters, air handlers and air returns-where applicable					x					
Dust signage						x				
Mop/scrub all corners where machines cannot get into		x								
Brush upward all vertical walls to the height of the ceiling using a soft bristle broom to remove all collected dust on wall and counters, including those fixtures suspended from ceilings, vacuum lower areas and items accordingly to remove fallen dust						x				up to 7ft
Spot clean /polish stainless steel		x								
Polish all wood paneling and wood surfaces								x		up to 7ft
Damp Mop or machine scrub all floors -spot		x								
Vacuum all carpet/place back furniture as positioned		x								
Wipe up all spills on carpeting		x								
Spot extract carpet as needed					x					
Extract carpet according to schedule or as needed						x	x			
Dust blinds/wash blinds								x	x	
Aluminum framing all areas - washed, polished							x			
<b>CAUTION: Any equipment which may cause damage to walls must not be within 12" of walls. Use mops or alternate means.</b>										

**Felts Field  
Building 14  
Classrooms, Offices, Conference Rooms**

Cleaning Task	CLEANING FREQUENCIES						Remarks
	5x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Pick up debris	x						
Empty waste receptacles. Replace liners	x						
Empty recycling containers - per occupant instruction	x						
Clean all cleared desks, tables and countertops	x						
Spot clean walls, doors, switchplates and kickplates	x						
Vacuum carpet, spot clean all spills in all floors	x						
Edge vacuum		x					
Sweep/Dust Mop hard surface floors, all floors	x						
Remove adhesive and tape from all surfaces		x					
Scrub vinyl floors and recoat to achieve clean and high luster finish				x			
Dust/wipe chair frames			x				
Dust window sills		x					
Dust furniture - dust around items on furniture	x						
Detail vacuum classrooms and offices - include chairs		x					
Spot clean door and partition glass		x					
Strip and refinish floors - where applicable						x	
Drinking fountains clean, remove stains - polish	x						
Clean and sanitize phone receiver	x						
Floors are to be stripped to prevent wax build up						x	
Wipe down erase/black boards sill	x						
Dust vertical surfaces and ledges		x					up to 7ft
Dust vertical surfaces and ledges				x			above 7ft
Polish all wood paneling and wood surfaces				x			up to 7ft
Spot extract carpets		x					
Extract carpeting					x		
Dust blinds					x		
Wash blinds						x	

**Felts Field  
Building 14  
Breakrooms and Kitchenette**

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Clean and sanitize table tops and counters		x								
Pick up debris		x								
Empty waste receptacles. Replace liners		x								
Spot clean waste receptacle		x								
Sweep and damp mop/sanitize floors		x								
Replenish all supplies		x								
Dust surfaces up to ceiling					x					
Wash waste containers						x				
Spray buff floor - if floor is wax required							x			
Damp wipe vinyl chairs						x				
Remove adhesive and tape from all surfaces			x							
Strip and refinish floors - if floor is wax required									x	
Scrub floors and recoat to achieve clean, high luster finish							x			if equipped
Floors are to be stripped to prevent wax build up									x	if equipped
Polish all wood paneling and wood surfaces							x			up to 7ft
Empty recycling containers per occupant instruction		x								
Vacuum upholstered chairs							x			
Vacuum carpet		x								
Edge vacuum					x					
Wipe and sanitize appliance surfaces		x								
Extract carpeting							x			
Deep scrub ceramic tile floors and grout lines							x			
<b>Do not move dishware or food items</b>										
<b>Arrange with occupant to move all items on counters and table to fully clean weekly</b>										
<b>Do not spray cleaner onto surfaces- spray rag</b>										

**Felts Field  
Building 14  
Restrooms and Locker Room**

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Remove trash from floors, counters, stalls and sani-sac containers		x								
Empty waste receptacles. Replace liners - wash receptacle if soiled		x								
Spot clean walls, doors, glass and switches		x								
Clean & polish all bright work and mirrors		x								
Replenish all supplies as needed		x								
urinals, flush valves and plumbing		x								
Clean/sanitize all fixtures		x								
Clean mirrors		x								
Clean and disinfect countertops		x								
Stock dispensers - feminine					x					
Damp wipe and sanitize walls and partitions next to fixtures		x								
Sweep, damp mop and sanitize floor		x								
Check function of each fixture and report problems		x								
Edge vacuum					x					
Dust all low surfaces (up to ceiling)					x					
Remove adhesive and tape from all surfaces					x					
Vacuum fabric and damp wipe vinyl furniture					x					
Vacuum and clean air diffusers and grills						x				
Wash all walls, partitions and doors						x				
Clean partition brackets						x				
Delime and remove soap scum from fixtures					x					
Fill floor drains with scented solution					x					SIA provided
Report and remove graffiti		x								
Wash and disinfect walls/scrub floors						x				
Dust all high surfaces - 10ft + (no atrium)						x				
Damp wipe all lockers						x				
Vacuum carpet in locker room						x				if equipped
Shampoo upholstered furniture - (no office chairs)								x		
Wipe table tops in locker room		x								if equipped
Deep clean hard tile floors and grout								x		
Extract carpeting in locker rooms								x	x	if equipped
Strip/wax Terrazzo floors									x	if equipped

## Felts Field Carpet Care Program

Carpet Cleaning Locations	Area	Sq.Ft	Type/Program	Frequency	Remarks
Main Terminal	All			As Needed	Procyon only
Building 14 - FAA	All			Annually	Procyon only
<b>*Entry and walk off mats may need more frequent extraction - should be noted on bldg spec sheet</b>					
<b>*No Bonnet Cleaning</b>					
<b>*Primary Extraction with Procyon - may use other chemicals to remove spots and traffic areas</b>					
<b>*ACCOMPLISH WATER REMOVAL OF FLOODED AREAS ON DEMAND - EXTRACTOR, WET VAC, Squeegee, May need to deice if entry freezes</b>					
<b>*Adjust to prevent freezing during inclement weather months</b>					
<b>**May need to be Dry Extracted during inclement weather months</b>					
<b>*ACCOMPLISH GUM AND SPOT REMOVAL DAILY AS NEEDED</b>					

## Felts Field Window Care Program

Windows	Area	Inside	Outside	Remarks
Main Terminal	All Windows - except Café	X	X	Twice yearly - 180 days apart (APR/OCT)
Building 14 - FAA	All Windows	X	X	Twice yearly - 180 days apart (APR/OCT) * Interior windows require escort

## Felts Field Public Restrooms 32A and 67A

Cleaning Task	CLEANING FREQUENCIES									Remarks
	7x wkly	5x wkly	3x wkly	2x Wkly	1x wkly	1 Month	3 Month	6 Month	Annual	
Pick up debris	x									
Stock paper supplies, soap	x									
Clean and disinfect fixtures	x									
Clean and disinfect toilets	x									
Clean and disinfect urinals	x									
Clean and disinfect sinks	x									
Clean mirrors	x									
Dust/remove spider webs	x									
Spot clean walls, doors, windows	x									
Clean vent openings int/ext	x									
Sweep/Mop/Disinfect floors	x									
Sweep Entry block	x									
Pick up debris around bldg - 5 ft	x									
Change out urinal screen/block						x				
Clean windows						x				
Deep clean floors							x			
Detail clean walls							x			



## Airport Business Park

Building 700, 1200	5x Daily	2x Weekly	1x Weekly	1x Monthly	1x Quarterly	6 Months
Empty all waste containers, replace liners, damp wipe containers clean and dry	X					
Remove any item clearly marked "Garbage"	X					
Sweep out corners, dust resilient floors & remove gum or foreign matter	X					
Vacuum all carpeted areas & spot clean as necessary	X					
Remove fingerprints from doors, walls, glass counters and partiions	X					
Remove stains from tops & fronts of all counters & handrails	X					
Wet mop spills on floors and remove stains	X					
Clean all drinking fountains, remove stains & polish if necessary	X					
Wipe off all kitchen type appliances	X					
*Use recommended Manufacturer care instructions for Ceramic tile -Suite 108/109						
Mop vinyl floors, buff if necessary. Spot wax if necessary <b>*NOTE:</b> strip as necessary to prevent wax buildup. *Ceramic floors to be cleaned with clear disinfectant only to avoid discoloring grout.	X					
Empty recycle bins as directed by occupant	X					
Pick up debris from outside perimeter of facility entry areas (10ft)	X					
Responsible for closing all dumpster lids	X					
Dust all chairs, telephones & other office furniture - do not move items on such - take care to dust around - set up time to have occupants move items to accomadate full dusing/cleaning			X			
Dust all ledges, window sills & horizontal surfaces within reach - do not move items and take care to dust around items- set up time to request occupants to move items to accomodate full dusting/cleaning			X			
Vacuum entry ways with Bac pac Vac			X			
Dust sign facings within reach, wipe clean as necessary			X			
Sanitize and polish stainless drinking fountains w/good quality stainless polish			X			
Dust all track lighting			X			
Edge vac all areas			X			
Spot extract carpeting			X			
Vacuum all upholstered furniture and cloth covered walls				X		
Spot wash all doors, counter tops and signs				X		
Clean and/or polish aluminum framing, metal or plastic kick plates, handrails, window & door frames. Remove scuff marks on walls, doors & casings				X		
Clean all base moulding & remove scuff marks				X		
Dust HVAC vents that can be reached without ladders				X		
Dust all mini-blinds and ceiling fans				X		
Clean door thresholds				X		
Brush upward walls to ceiling using a soft bristle broom to remove all collected dust, including fixtures suspended from ceilings, remove any fallen dust					X	
Strip, wax & buff all vinyl floors using a non-slip wax. Absolutely no wax shall come in contact with base moulding or tile to carpet reducer					X	
Extract Carpeting						X

<b>Restrooms, Showers &amp; Fitness Center</b>	<b>5x Daily</b>	<b>2x Weekly</b>	<b>1x Weekly</b>	<b>1x Monthly</b>	<b>1x Quarterly</b>	<b>6 Months</b>
Check and replace paper products in dispensers, refill soap dispensers	X					
Remove all foreign matter from floors	X					
Empty all waste paper receptacles - replace liners	X					
Dust ledges and partitions that can be reached - without ladder	X					
Clean & sanitize wash basins, dispensers, flushometers and chrome fittings	X					
Clean & sanitize toilets, toilet seats & urinals & showers	X					
All exposed traps to be cleaned & disinfected	X					
Spot wash partitions, walls and doors	X					
Clean mirrors and frames	X					
Wipe clean all stainless steel and chrome, polish if necessary	X					
Sweep floors and remove debris from corners/cracks/seams/edges	X					
Damp mop floors using disinfectant solution suitable for tile and/or vinyl floors	X					
Sauna - Wipe walls with approved cleaner	X					
Sauna - Disinfect seating with approved disinfectant	X					
Wipe clean all light fixtures that can be reached - without ladder	X					
Clean and disinfect seating, chairs, benches	X					
Vacuum all carpeted areas	X					
Wipe up all spills on carpeting	X					
Clean restroom partitions - special attention needed around urinal areas			X			
Clean glass shower doors inside & out - remove soap scum			X			
<b>Damp wipe,disinfectant exercise equipment Bldg 1200 Fitness Center</b>			<b>X</b>			
Spot wash, disinfect, wipe clean and dry all doors and partions			X			
Dust tops of lockers and cabinets			X			
Remove and clean/disinfect Dry deck and flooring beneath			X			
Edge vac all areas			X			
Spot extract carpeting			X			
Dust and clean baseboard areas - remove marks - apply protectant			X			
Clean, hand mop and polish vinyl floors				X		
Clean all stainless steel receptacles and wash both the stainless steel receptacle and housing				X		
Fully clean all mirrors (leaving no streaks)				X		
Open & thoroughly clean in & out, all soap dispensers, remove soap build-up				X		
Wipe clean all fittings & traps under sinks to remove dust or matter and build-up. Wash if necessary				X		
Replace urinal blocks/screens if needed				X		
Dust HVAC vents that can be reached without ladder				X		
Strip & re-wax vinyl restroom/shower room floors or more frequently if directed					X	
Remove hard water spots from tile shower walls by using proper solution					X	
Steam clean tile or composite (unpainted) shower walls and floors & Dry mats					X	
Machine scrub with Peroxy based cleaner - all ceramic tile floors					X	
Extract Carpeting						X

<b>Kitchenettes</b>	<b>5x Daily</b>	<b>2x Weekly</b>	<b>1x Weekly</b>	<b>1x Monthly</b>	<b>1x Quarterly</b>
<b>SAME AS BLDG 700, 1200 duties and with noted below</b>					
Remove all foreign matter from tables, counters and floors	X				
Empty all waste receptacles - replace liners	X				
Wipe down and sanitize inside and outside waste receptacle	X				
*Note - do not spray any cleaners on surfaces - only onto the cleaning cloth	X				
*Note - do not move any dishes, pots, pans, appliances, food items, from counter or sinks and tables	X				
* Note - if sink, counters or tables have food or dishware on them - wipe around	X				
Wipe down appliance surfaces	X				
Sanitize sink and fixtures	X				
Sanitize counter tops and tables	X				
Wipe clean stainless steel and chrome, polish if necessary - no heat surfaces	X				
Sweep floors and remove debris from corners/cracks/seams/edges	X				
Damp mop floors using sanitizing solution suitable for tile and/or vinyl floors	X				
Empty recycle bins/compost bins - as instructed by occupant	X				
Vacuum carpeted floors	X				
Wipe up spills from carpet	X				
Clean cabinet fronts, sides, underside of upper cabinets and back splashes			X		
<b>Arrange with occupant to have all food items, dishware removed from sink, tables and counter tops - so complete cleaning can be done</b>			X		
Spot extract carpet			X		
Clean all stainless steel receptacles and wash both the stainless steel receptacle and housing				X	
Machine scrub floors					X
Remove hard water spots from tile walls by using proper solution					X
Extract carpet					X

**BUILDING 700 and 1200****(ALL AREAS)**

<b>LOCATION</b>	<b>INSIDE CLEANING (every 180 days)</b>	<b>OUTSIDE CLEANING (every 180 days)</b>	<b>REMARKS</b>
700 - Entire Building	Bi-Annually	Bi-Annually	See Notes 1-5
1200 - Entire Building	Bi-Annually	Bi-Annually	See Notes 1-5
<b>NOTE:</b>			
(1)	Care must be taken not to damage or scratch any glass having solar or reflective film on it.		
(2)	The frequencies called out may be amended at the discretion of Airport staff.		
(3)	Exterior window cleaning shall start in March but may be adjusted due to weather conditions.		
(4)	All interior glass shall be cleaned, to include glass partions, doors etc.		
(5)	Clean all sills, framing, sashes, and clean/wipe drippings from cleanings		

**Spokane International Airport**  
**High Dusting**  
 March 25, 2018

**Ground Transportation:**

Metal Ledge	
White Ledge Above Metal	
High Window Ledges	
Street Window Ledges	
Total for all.....	\$
Dust Plane.....	\$

**AB Baggage**

Above two entries.....	\$
10 "cups".....	\$
Hand Cleaning of Art Deco Glass.....	\$

**AB Security**

Carpet Roof.....	\$
Ledges Above Glass Partitions.....	\$
End Wall Above Stairs.....	\$
White Wall Above Ramp Up and Stairs Down.....	\$
Four Openings Above Whit Wall.....	\$
High Wood Wall.....	\$
All Monitor Holding Rods And Those Monitor Tops.	\$

**AB Skywalk Area**

Dust Swoops.....	\$
Wash Swoops – includes dusting before washing	\$
Dust Concrete Beams.....	\$
Dust Roof Window's Sill/Ledge.....	\$
Dust Ceiling Vents Above Roof Windows.....	\$

**AB Ticketing**

Above Five Entries.....	\$
-------------------------	----

**C Baggage**

Ledges Below High Windows.....	\$
Flying Toaster.....	\$

**C Ticketing**

Ledge Above Entries – Face.....	\$
- Top of Face.....	\$
- Base of Windows.....	\$
Roof Of Restrooms.....	\$
Beams Over C Security.....	\$
Ledge Above C Ticketing.....	\$
Wood Wall Above C Ticketing.....	\$

**Alaska Holding**

Five Skylights	
Dust Top Ledge In Skylights.....	\$
Dust Skylight Walls.....	\$

**Rotunda**

Store Wall Ledges and “A” “B” Lettering.....	\$
“Welcome To Spokane” Ledge, Letter, Wood, Top..	\$
High White Wall To The Left Of “Welcome” .....	\$
Restaurant High Walls.....	\$
Restaurant Beams, Letters, Dividers.....	\$

Conversations Between Clouds:

Three Options:

Dusting clouds with compressed or forced air:

Labor.....	\$
Lift rental.....	\$

Dusting clouds with brushes as per the artists recommendation.....

Lift rental.....	\$
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Wiping clouds with towels and Windex as per the artists recommendation.....

Lift rental.....	\$
------------------	----

\* Some areas shall require additional safety standards

# Window Cleaning Detail

## SIA

March 25, 2018

The window counts below are for the number of framed or unframed individual pieces of glass that are being cleaned for each given area. Each piece of glass has two sides. The counts below are the number of sides of glass that are cleaned in the area listed. \* Some areas shall require additional safety standards.

AREA	WINDOW COUNT	FREQUENCY - IN DAYS -
------	-----------------	--------------------------

### GROUND TRANSPORTATION

Entry at end of building - including

Exterior	62	30
----------	----	----

Interior	88	30
----------	----	----

High windows along ceiling above rental booths and at each end of room:

Exterior	44	365
----------	----	-----

Interior	44	365
----------	----	-----

Wall facing the street:

Exterior	80	30
----------	----	----

Interior	80	30
----------	----	----

Entries out to rental car lot:

Exterior	24	30
----------	----	----

Interior	24	30
----------	----	----

Rental Office Windows:

Exterior	11	60
----------	----	----

Interior	11	0
----------	----	---

### A & B BAGGAGE

Windows looking toward rental car lot:

Exterior	7	60
----------	---	----

Interior	7	60
----------	---	----

Wall Facing Street (not including new entry):

Exterior	54	30
----------	----	----

Interior	30	30
----------	----	----

In/Out-Mid M	10 (5 plts)	Alt 30 (5 plts by Information)
--------------	-------------	--------------------------------

New Entry

Exterior	28	30
----------	----	----

Upper Slits	6	180
-------------	---	-----

Interior	80	30
----------	----	----

Upper Slits	6	180
-------------	---	-----

Art Deco Glass 15 On the interior, see dusting.

### NORTH SKYWALK, ESCALATOR, ENTRIES, AND GARAGE ELEVATOR LOBBIES

Exteriors from street and sidewalk:

	48	30
--	----	----

Interiors from skywalk level - from top of escalator to elevator

	30	30
--	----	----

North Parking Garage Elevator Lobbies

	114	30
--	-----	----

Exteriors accessible from roof:

	30	90
--	----	----

Interiors of the windows that look out to the roof with Swoops dusting

	41	120
--	----	-----

Entry between escalators:

Exterior	28	30
----------	----	----

Interior	60	30
----------	----	----

Entry beside the base of each escalator – Two single door entries with a transom and a side window

Exterior	6	30
----------	---	----

Interior	6	30
----------	---	----

AREA	WINDOW COUNT	FREQUENCY - IN DAYS -
------	--------------	-----------------------

**A & B TICKETING**

Wall Facing Street (w/o entries included):

Exterior	41	30
Interior	41	30
In/Out-Mid M	36 (18 plts)	Alt 30 eye level glass

Entry windows:

Exterior	56	30
Upper Slits	15	180
Interior	152	30
Upper Slits	15	180

Two windows by Delta:

Exterior	2	60
Interior	2	60

**ADMINISTRATION**

Office windows facing ramp:

Exterior	25	120
Interior	25	120

Hallway above ticketing:

	12	30
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Stairway by Delta:

Exterior	7	180
Interior	7	180

**WALKWAY FROM AB TICKETING TO C BAGGAGE**

High windows facing the street above the wall:

Exterior	29	90
Interior	29	90

Rest of the windows in walkway from AB ticketing to C baggage:

Exterior	28	30
Interior	34	30
Interior-Mid M	22	Alt 30 eye level
Exterior-Mid M	3	Alt 30 eye level door to street

**C BAGGAGE**

Windows below 10' in height but not including the entries

Exterior	18	30
Interior	18	30
In/Out-Mid M	16 (8 plts)	Alt 30 eye level

Entries

Exterior	56	30
Interior	120	30

Windows above 10' - Part of high work with C ticketing

Exterior	52	365
Interior	52	365

**SOUTH SKYWALK**

Exterior	64	60
Interior	64	30

Interior of elevator lobbies w/ doors to garage and street in/out:

	90	30
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Exterior of high tower windows (High-rise work) - per request

	36	0
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**FAR PARKING GARAGE ELEVATOR LOBBIES**

Exterior	176	60
Interior	176	60



<b>AREA</b>	<b>WINDOW COUNT</b>	<b>FREQUENCY - IN DAYS -</b>
<b>POLICE STATION</b>		
Exterior	8	180
Interior	8	0
<b>TSA BREAKROOM WALL</b>		
Exterior	18	60
Interior	18	60
<b>ENTRY AND WALL BY TSA</b>		
Exterior	22	30
Interior	54	30
<b>CONCOURSE C TICKETING</b>		
Riverfront travel mart:		
Exterior	8	60
Interior	6	on call
Windows below 10' in height but not including the entries:		
Exterior	50	30
Interior	50	30
Interior-Mid M	21	Alt 30 eye level
Entries		
Exterior	58	30
Interior	150	30
Windows above 10'		
Int/Ext	356	365
<b>C SCREENING</b>		
6' Exit Lane		
In/Out	24	15
Screening Entry Wall		
In/Out	34	30
Sm. plexi doors/panels	10	30
Plexi in line-up	32	30
<b>ALASKA HOLDING</b>		
Windows facing street and parking:		
Exterior	12	60
Interior	10	30
Windows facing ramp:		
Exterior	68	30
Interior:		
Tops	34	60
Low	34	30
Mid-M Low	34	Alt 30
Business room and elevator lobby		
In/Out	22	120
<b>HORIZON HOLDING</b>		
Exterior	26	30
Interior	26	30
In/Out-Mid M	12 (6 plts)	Alt 30 seating area eye level
Depart. Wall	18	30
Glass walkway out onto ramp:		
Exterior	141	30
Interior	141	60

AREA	WINDOW COUNT	FREQUENCY - IN DAYS
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**WINDOWS FACING RAMP BETWEEN HORIZON AND C BAGGAGE**

Exterior	28	60
Interior	28	on call

**CONCOURSE B**

Walkway from rotunda up to gates:

Exterior	17	60
Interior	17	30

Ground Floor:

Exterior	66	90
Interior	4	90

Top Floor - no restaurant interiors

Exterior	70	30
Int Full Clean	66	30
Mid Month	66	Alt 30

**CONCOURSE A**

Walkway from rotunda up to gates:

Exterior	17	60
Interior	18	60

Ground Floor:

Exterior	53	90
Interior	10	90

Top Floor – no restaurant interiors

Exterior	53	30
Int Full Clean	48	30
Mid Month	40	Alt 30 no stairs or ramp with gate

**ROTUNDA**

Upper window along outside of roof line:

Exterior	21	180
Interior	21	180

Large lower windows between A & B Concourse ramps

Exterior	4	30
Interior	4	per request

Common windows to the left of A ramp and right of B ramp

Exterior	20	30
Interior	5 + (15 food crt)	30

Railing Glass – Common Side – All the sides accessible from the lower level. Includes both sides of glass on stairs, but no glass as you walk up ramp.

	52	30
Security Exit Out	8	30

**A & B SCREENING**

Windows along machines:

Sm Plexi doors/panels	20	30
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Large slanted windows that look outside:

Exterior	8	180
Interior	8	180

Tall partition wall windows:

	66	15
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Railing glass:	38	15
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AREA	WINDOW COUNT	FREQUENCY - IN DAYS -
------	-----------------	--------------------------

**A & B SCREENING (cont)**

Plexi in line-up	30	30
------------------	----	----

High windows above entry into AB screening:

Exterior	42	30
Interior	42	120

<b>Spotted Rd. Bus Stop</b>	62	30
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<b>Flint Road Bus Stop</b>	62	30
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**ShuttleShacks and Pay Stations**

GTC Shuttle Shack	22	30
AB Tik to C Bag	66	30
5 Pay Stations w/ roof	50	30

**Executive Conference Center**

Exterior	15	30
Interior	15	90

**Customs Building:**

Exterior	22	120
Interior	30	180
Roof Int/Ext	16	180

**SIA Ops**

Entries I/O	20	180
Offices I/O	26	180
Tower I/O	48	180

**Field Maintenance Building**

In/Out	30	180
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**Airport Event Center: 9211 W. McFarlane Road**

Exterior	25	30
Interior	25	on call

Total side of glass in count.....	<b>5313</b>
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Average sides of glass cleaned per month...	<b>4045</b>
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**Parking Office:**

Exterior	82	30
In of Ext	82	120
Partitions	48	120
Interior Option	80	9x/yr

Special Cleaning On Acrylic Bullet Proof Glass – On Call - \$96/cleaning

# Window Cleaning Detail

## Felts Field

March 25, 2018

AREA	WINDOW COUNT	FREQUENCY
<b>FAA Building:</b>		
Exterior Plates	72	180 days
Interior Plates	72	180 days
Interior Skylights	8	180 days
Exterior Skylights	8	180 days
Blind Cleaning of...	75 blinds	on call

**Main Terminal:**

This building has exterior storm windows. Clean windows without taking down storm windows – removal and re-installations of storm windows and the cleaning of the trapped glass will be ADHOC upon request of SIA

Exterior Plates	35	
Exterior Cut-ups	118 (small windows plates)	
Exterior Storms	34 (covering about 295 cut-ups)	
Interior Plates	35	
Interior Cut-ups	412	
<b>All Exteriors</b>	187	180 days
Cleaning As Is	(whether there is or is not a storm window in the opening)	
<b>All Interiors</b>	447	180 days

Storm Window Removal, Cleaning of Interior Storm and Exterior Window and Storm Replacement - ADHOC

# Window Cleaning Detail

## Business Park

March 25, 2018

AREA	WINDOW COUNT	FREQUENCY
<b>Building 700 – 7904 W. Pilot - TSA</b>		
Exterior sides	87	
Interior sides	87	
Entry sides	35	
Exterior Windows with Exterior of Entry.....		180 days
Interior of Exterior Windows w/o Entry.....		180 days
Interior of Double Entry – Complete.....		180 days

### **Building 1200 – 7211 Flightline – Banner Bank** (Based on occupancy on 03/14/2018)

Ext of Clear Glass	125	180 days
Ext of Black Glass	68	180 days
Ext of Metal Panels	54	180 days
Int of Exterior Windows	103	180 days