

**Data Center
GROTON**

	SERVICE DESCRIPTION	FREQUENCY	
		Semi - Annual	ANNUAL
I	Semi - Annual Cleaning		
1	Dust removal in the computer room by vacuuming of the top of the Server cabinets and cable tray. Consisting of 6 full pods, 20 cabinets each plus 2 partial pods (25 cabinets total) and 15 other vacant cabinets and any associated overhead cable tray.	Semi-annual	
2	Equipment dust removal by vacuuming of the 2 full pods each with 18 four post racks. Special attention to vacuuming these at top and bottom of racks along with associated overhead cable tray.	Semi-annual	
3	Any cabinet with more than two feet (high) clearance empty cabinet space at the bottom will be opened and vacuumed and wiped with damp rag. There are 50 cabinets that fall into this category.	Semi-annual	
4	Cleaning of the entire raised floor surface by vacuuming and then washing. No tile lifting or removal.	Semi-annual	
5	Strip and wax the linoleum floor areas (1st floor hallway, freight elevator, 2nd floor break room.)	Semi-annual	
6	Back stairwell- strip and wax and wipe down hand rails.	Semi-annual	
7	Front stairwell - dust and wash only wipe down handrails.	Semi-annual	
	NOTE: Ammonia based products can not be used in the Command center area.		
	Vacuum and wipe down the exterior surfaces of same console center frames.		
II.	Annual Cleaning		
1	Dust removal in the computer room by vacuuming of the top of the Server cabinets and cable tray. Consisting of 6 full pods, 20 cabinets each plus 2 partial pods (25 cabinets total) and 15 other vacant cabinets.		Annual
2	2 full pods each with 18 four post open racks special attention to vacuuming these at tops and bottom of racks along with the overhead cable tray		Annual
3	Any cabinet with more than two foot (high) clearance empty cabinet space at the bottom will be opened and vacuumed and wiped with damp rag.		Annual
4	Vacuum of the plenum (under the raised floor) area with vacuuming and washing of the entire raised floor surface.		Annual
5	Wash the linoleum areas (1st floor hallway, freight elevator, 2nd floor break room. No wax		Annual
6	Front and back stairwells - dust and wash, wipe down hand rails		Annual
7	All carpeted areas will be clean with commercial carpet extractor. (command center, lobby area on 1st and 2nd floor.)		Annual
	Shampooing up to 20 office chairs (which will be identified)		Annual
9	Air quality Test (as described in Exhibit A, section 2 "Services" - 7)		Annual
	NOTE: Ammonia based products can not be used in the Command center area.		
	Vacuum and wipe down the exterior surfaces of same console center frames.		