

Exhibit A Reference #	SERVICE DESCRIPTION	FREQUENCY		
		DAILY	WEEKLY	ON- DEMAND
	<b>I. DAILY SERVICES</b>			
A	1 Sweep all resilient tile floor areas using treated dust mop as required. Damp mop soiled areas as needed.	X		
H	2 Vacuum all carpeted areas.	X		
Q	3 Empty all wastebaskets, trash cans, recycled paper receptacles, and remove contents to proper dumpsters.	X		
M	4 Dust all office furniture and equipment, sills, molding and countertops. Damp wipe with a clean cloth and disinfect	X		
V, X, BB	5 Clean and sanitize all lavatory facilities and cellblock areas, which include toilet bowls, seats, urinals, sinks and cell bunks. Damp wipe with a clean cloth partitions and back splash areas and disinfect with a germicide solution as necessary. Clean and polish all chrome and mirrors. Wash walls as needed.	X		
Y	6 Damp mop and disinfect with a germicide solution all lavatory floor areas.	X		
AA	7 Damp mop and disinfect with a germicide solution locker room floors.	X		
P	8 Clean and sanitize with a germicide solution kitchen counters and sink. Clean outside refrigerator, microwave	X		
CC, DD	9 Refill hand towels, toilet tissue, and hand soap in dispensers.	X		
S	10 Clean glass between lobby and dispatch area and within lobby vestibule area.	X		
H	11 Spot clean carpeting as needed.	X		
JJ	12 Replace all burned out bulbs and tubes in lighting fixtures as needed. Bulbs and tubes to be supplied by Client	X		
Q	13 Empty paper shredder and deposit in proper dumpster.	X		
FF	14 Maintain front steps and immediate area for trash and cigarette butts.	X		
FF	15 Sweep front steps and when necessary, remove snow from front steps	X		
	<b>II. WEEKLY SERVICES</b>			
R	1 Clean window blinds		X	
M	2 Polish woodwork and doors		X	
D	3 Damp mop and spray buff resilient tile flooring		X	
L	4 Clean HVAC system ceiling grates.		X	
C	5 Clean Gym Floor		X	
	<b>III. ON-DEMAND SERVICES</b>			
II	1 Wash all windows interior and exterior			X
I	2 Shampoo all carpeting			X
F	3 Strip wax, seal and buff resilient tile floors			X