

Exhibit F
TASK AND FREQUENCY REDUCED SCHEDULE

Exhibit A Reference #	SERVICE DESCRIPTION		FREQUENCY		
			DAILY	WEEKLY	MONTHLY
	I	Administration Basement			
A	1	Dust mop basement radius hallway, remove dust from edges		M, W, F	
K	2	Clean fingerprints from both sides of glass		M, W, F	
W, CC	3	Clean public bathroom and locker room sinks, toilets, urinals, mirrors and exposed plumbing.		M, W, F	
Z	4	Clean bathroom/locker room floors		X	
DD, EE	5	Refill soap and paper dispensers		M, W, F	
U	6	Sweep dust and debris from link slate stairway		M, W, F	
II	7	Clean and wipe rear entrance cigarette urns		M, W, F	
U	8	Dust and polish blue steel in link stairwell		X	
U	9	Damp mop link slate stairway		X	
U	10	Clean all bugs and dirt from link stairwell walls and window sills		X	
R	11	Empty trash receptacles in the rear exit and parking lot		M, W, F	
U	12	Clean rear stairwell of all debris		X	
	II	Exercise Room			
	1	Vacuum carpet			X
	2	Sanitize equipment			X
	III	Lobby / Link			
A	1	Dust mop loby terrazzo including all edges and behind doors		M, W, F	
W, CC	2	Clean public bathroom and locker room sinks, toilets, urinals, mirrors and expose plumbing.		M, W, F	
Z	3	Clean bathroom/locker room floors		X	
R	4	Empty trash receptacles in lobby		M, W, F	
H	5	Vacuum elevator floors and edges		M, W, F	
K	6	Clean all fingerprints from front vestibule both doors and link door		M, W, F	
II	7	Empty and wipe clean exit ash receptacle		M, W, F	
U	8	Dust steel blue railings in lobby and link stairwell		X	
R	9	Empty outside trash in front entrance area		X	
J	10	Remove boot marks from walls		X	
N	11	Disinfect pay phones		X	
	IV	Office Wing (Training Division, Certification Division, Administration, Hartford County Office)			
R	1	Empty trash from all office areas including the copy room		M, W, F	
W, CC	2	Clean men and womens bathroom sinks, toilets, urinals, mirrors and expose plumbing.		M, W, F	
DD, EE	3	Refill soap and paper dispensers		M, W, F	
H	4	Vacuum all carpet areas including under desks and perimeter edges		X	
R	5	Empty trash in the employee lounge		M, W, F	
Q	6	Clean kitchenette, sink, stove in the employee lounge		M, W, F	
Q	7	Wipe all employee lounge tables with disinfectant		M, W, F	
R	8	Empty white paper recycling containers into bins on loading docks		X	
N, S	9	Dust all cubicles, furnitures, window sills, blinds		X	
W, CC	10	Clean State Fire Administrators's bathroom sink, toilet, mirror and expose plumbing		X	
K	11	Clean all fingerprints from doors and glass inserts (both sides)		X	

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D	12	Damp mop and burnish employee lounge and copy room floor		X	
N	13	Dust copy room equipment and work tables		X	
	V	Classroom Wing			
R	1	Empty all trash from classrooms used (per schedule provided by the Client Agency Designee)		M, W, F	
H, N	2	Spot check traffic areas for dirt/dust/carpet stains		M, W, F	
N, S	3	Dust/clean all classroom shelving, desks, lecterns, window sills		X	
R	4	Clean any classroom trash receptacles of coffee/soda spills		M, W, F	
	VI	Kitchen and Servery			
A	1	Sweep and wet-mop / sanitize kitchen floor (day porter)		M, W, F	
W, CC	2	Clean and sanitize bathroom sink, toilet, urinal, mirror and expose plumbing		M, W, F	
Q	3	Clean stainless steel tray tracks		M, W, F	
A	4	Wet-mop and sanitize servery floor		M, W, F	
MM	5	Grease trap maintenance (Must be done at 7:30am)		M, W, F	
	VII	Multipurpose Room			
R	1	Empty all trash receptacles and replace liners		M, W, F	
R	2	Empty trash from outside courtyard		M, W, F	
II	3	Empty and wipe outside courtyard ash receptacle		M, W, F	
Q	4	Wipe all tables and chairs with specified cleaner		M, W, F	
A	5	Dust mop/sweep all floor areas including the servery area		M, W, F	
J	6	Wipe servery walls of any hand foot marks		X	
R	7	Check and clean barrels (trash receptacle) of any spillage if required		X	
D	8	Damp mop and burnish floor area		X	
K, J	9	Clean fingerprints off all door hardware/glass/soda machines		X	
S	10	Dust window sills and blinds			X
J	11	Clean any spill marks on walls		X	
	VIII	Auditorium			
H	1	Spot check for use and dust/ vacuum as needed throughout seating		M, W, F	
N	2	Dust all seating furniture and equipment area		X	
	IX	Commission Room			
R	1	Empty trash and change liner		M, W, F	
H, N	2	Spot check dusting and vacuum as needed		M, W, F	
N	3	Dust all furniture			X
H	4	Vacuum thoroughly all seating and floor			X
	X	Loading Dock and Adjacent Hallway			
R	1	Empty trash on loading dock		M, W, F	
II	2	Empty and wipe ash receptacle on loading dock		M, W, F	
A	4	Damp mop loading dock floor to remove spill stains		X	
NN	5	Clean loading dock exterior stairway of bugs,ashes,leaves,dirt		X	
	XI	2nd Floor			
H	1	Spot check and vacuum hallway carpeting		M, W, F	
R	2	Empty trash and replace liner in resident lounge area		M, W, F	

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			DAILY	WEEKLY	MONTHLY
H	3	Vacuum resident lounge carpeting		X	
A	4	Damp mop facilities office and resident lounge floor		X	
A	5	Damp mop laundry lockup		X	
	XII	Bookstore			
H	1	Vacuum carpets		X	
N	2	Dust all furniture		X	
N, H	3	Clean desk surfaces and underneath all desks		X	
R	4	Empty trash		M, W, F	
	XIII	Fire Station Building 4 Bathrooms, Locker Rooms and Gear Rooms			
W	1	Clean Rest Rooms sinks, toilets, urinals and exposed plumbing		M, W, F	
BB	2	Clean locker room floors		X	
BB	3	Dust top of lockers		X	
Z	4	Clean bathroom flooring		X	
Y	5	Clean walls		X	
R	6	Empty exterior and interior trash and replace liner			
NN	7	Clean exterior - Sweep entry ways, walk ways and stairs, pick up litter and debris on premise and parking lot			
	XIV	Fire Station Building 5 Bathroom,Locker Rooms and Gear Rooms			
W	1	Clean Rest Rooms sinks, toilets, urinals and exposed plumbing		M, W, F	
BB	2	Clean locker room floors		X	
BB	3	Dust top of lockers		X	
Z, BB	4	Clean Gear Room Floors		X	
Y	5	Clean walls		X	
R	6	Empty exterior and interior trash and replace liner		X	
NN	7	Clean exterior - Sweep entry ways, walk ways and stairs, pick up litter and debris on premise and parking lot		X	