

DESCRIPTION OF SERVICES

The following represents the baseline services as currently provided by University of Arizona Facilities Management:

Custodial Services

Baseline services provide a hazard free environment and cleaning services to all academic, research, athletics and administrative buildings. Range of services includes building entrances, elevators, stairwells, corridors, bathrooms, common area kitchens, lounges, faculty and staff offices, classrooms, and other miscellaneous areas. Service includes:

- Floor Care
- Recycling/Trash Removal
- Clean/Sanitize
- Provide Soap, Plastic Bag and Paper Products for Bathrooms/Kitchens

Services outside the day-to-day scope are available at an additional cost. For more information, please contact us at 521-621-3000.

TASK	Public Areas, Entrances, Halls, Common Areas, Kitchens, Breakrooms	Classrooms, Teaching Labs, Auditoriums, Lecture Halls, Seminar, Conference Rooms	Multi-Office Space, Research Labs	Clinical, Exam Treatment Rooms, Public Restrooms	Single Occupant Offices
FREQUENCY	Daily	Daily	Once a week	Daily	Bi-Weekly
GENERAL					
Clean entry glass	Daily	N/A	N/A	N/A	N/A
Dust & clean horizontal surfaces-unencumbered furnishings	Daily	Daily	Once a week	Daily	Bi-Weekly
Clean and sanitize water fountain/bottle fill stations	Daily	N/A	N/A	N/A	N/A
Clean and disinfect fixtures	Daily	N/A	N/A	Daily	Daily
Clean boards, erasers, chalk trays, /replenish supplies as needed	N/A	Daily	N/A	N/A	N/A
FLOOR CARE					
Mop floor or vacuum/spot clean floors and carpet	Daily	Daily	Once a week	Daily	Bi-Weekly
Re-store carpet and floor finishes	As Needed	12 – 18 Months	12 – 18 Months	As Needed	12 – 18 Months
RECYCLE/TRASH					
Empty Trash Containers	Daily	Daily	Once a week	Daily	Bi-Weekly