

**ADDENDUM NO: 1**

**REQ NO: 185153**

**FINAL SUBMITTAL: June 26, 2019 at 2:00 PM EST**

**FINAL QUESTIONS: June 21, 2019 at 2:00 PM EST**

**Department: Parks Division, Public Works**

**Changes to Bid# 305555:**

**Attached is an updated Frequency of Service Work Tasks. This is removing the Concrete Floors**

**Req No: 185153 Custodial Services for Tennessee Riverparks Facilities**

**PLEASE SIGN ONE (1) COPY OF ADDENDUM AND RETURN TO THE PURCHASING DEPARTMENT. RETAIN THE OTHER COPY FOR YOUR FILES.**

**Name:** \_\_\_\_\_

**Company:** \_\_\_\_\_

\_\_\_\_\_

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PURCHASING DEPARTMENT  
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**APPENDIX B  
CUSTODIAL SERVICES  
FREQUENCY AND SCHEDULE  
Riverparks**

WORK TASKS	FREQUENCY OF SERVICE					
	DAY	WEEK	MONTH	3-MONTH	6-MONTH	Annual
<b>Restrooms (May 1 - Sept 30: 10-12, 3-5, 9-11)</b>						
Empty trash receptacles and replace liners	3					
Clean trash receptacles using germicidal disinfectant		3				
Empty feminine waste receptacles and replace liners	3					
Clean and sanitize sinks, urinals, commodes, showers, and fixtures	3					
Polish bright work and sink, urinal, commode, and shower fixtures	3					
Clean mirrors	3					
Spot clean partitions	3					
Clean partitions using germicidal disinfectant		3				
Dust air vents and returns and sink light fixtures			1			
Clean air vents and returns and sink light fixtures				1		
Dust window sills, openings, and ledges		3				
Clean window sills, openings, and ledges			1			
Sweep floors	3					
Damp mop floors using germicidal disinfectant	3					
Spray and buff vinyl tile floors			2			
Strip and wax vinyl tile floors						1
Machine scrub restroom floors				1		
Spot clean walls	3					
Clean walls		3				
Spot clean doors, kick plates, glass, hardware, and light switches	3					
Clean doors, kick plates, glass, and hardware		3				
Fill dispensers with paper products and hand soap	3					
Clean and sanitize all drinking fountains	3					
Remove all insects, nests, and webs from interior and exterior of facility	3					

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WORK TASKS	FREQUENCY OF SERVICE					
	DAY	WEEK	MONTH	3-MONTH	6-MONTH	Annual
Empty feminine waste-receptacles and replace liners	2					
Clean and sanitize sinks, urinals, commodes, showers, and fixtures	2					
Polish bright work and sink, urinal, commode, and shower fixtures	2					
Clean mirrors	2					
Spot clean partitions	2					
Clean partitions using germicidal disintectant		2				
Dust air vents and returns and sink light fixtures			1			
Clean air vents and returns and sink light fixtures				1		
Dust window sills, openings, and ledges		2				
Clean window sills, openings, and ledges			1			
Sweep floors	2					
Damp mop floors using germicidal disinfectant	2					
Spray and buff vinyl tile floors			2			
Strip and wax vinyl tile floors						1
Machine scrub restroom floors				1		
Spot clean walls	2					
Clean walls		2				
Spot clean doors, kick plates, glass, and hardware	2					
Clean doors, kick plates, glass, and hardware		2				
Fill dispensers with paper products and hand soap	2					
Clean and sanitize all drinking fountains	2					
Remove all insects, nests, and webs from interior and exterior of facility	2					

**Daily Tasks by Location**

Clean all hard surfaces, interior and exterior glass, kitchen and appliances, sweep and mop floors, clean rental tables	Walker Pavilion	Prior to 8:30 am
Clean party room, including all hard surfaces, rental tables, interior and exterior glass, sweep and mop floors	Carousel Building	Prior to 9:30 am
Clean indoor area around carousel, including interior and exterior glass and painted surfaces within arm's reach, and sweeping floors (mop weekly)	Carousel Building	Prior to 9:30 am
Clean covered outdoor area by removing all dirt, debris, litter from floors and walls and cleaning all tables.	Renaissance Park Pavilion	Vendor discretion
Clean covered outdoor area by removing all dirt, debris, litter from floors and walls and cleaning all glass.	TN Aquarium Plaza Restrooms	Vendor discretion
Clean public space, including all hard surfaces, interior and exterior glass, kitchen and appliances, and tables.	Outdoor Chattanooga Building	Prior to 9:00 am

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	DAY	WEEK	MONTH	3-MONTH	6-MONTH	Annual