Services	Daily	1 X / week	2 X / week	2 X / week & spot daily	3 X / week	3 X / week & spot daily	4 X / week	3 X / month	1 X / year
Office Space									
Vacuum - office		X							
Office Trash/Recycle					X				
Public Areas									
Restrooms / Lactation rooms	X								
Public Areas - Trash	X								
Public Areas - Vacuum / Swept (Spot)	X								
Public Areas - Drinking Fountains	X								
Public Areas - Vacuum / Swept (Thorough)		X							
Public Areas - Cleaned / Dusted		X							
Wet mop - hallway				X					
Vacuum - hallway (except for 1st floor)						X			
Dust mop - hallway (except for 1st floor)						X			
Conference Rooms									
Conference Rooms - Trash / Recycle	X								
Conference Rooms - Tables	X								
Conference Rooms - Vacuum / Swept (Spot)			X						
Conference Rooms - Mopped (Spot)			X						
Conference Rooms - Vacuum / Swept (Thorough)					X				
Conference Rooms - Mopped (Thorough)					X				
Classrooms									
Classrooms / Auditoriums - Trash / Recycle	X								
Classrooms / Auditoriums - Tables	X								
Classrooms / Auditoriums - Vacuum / Swept (Spot)			X						
Classrooms / Auditoriums - Mopped (Spot)			X						
Classrooms / Auditoriums - Mopped (Thorough)					X				
Classrooms / Auditoriums - Vacuum / Swept (Thorough)					X				
Labs									
Labs - Swept / Spot Mopped			X						
Labs - Swept / Wet Mopped Thoroughly					X				
Labs - Trash / Recycle							X		
Lounges / Breakrooms / Kitchens									
Lounges / Breakrooms / Kitchens - Trash / Recycle	X								
Lounges / Breakrooms / Kitchens - Vacuum / Swept / Mopped							X		
Lounges / Breakrooms / Kitchens - Sinks							X		
Patient Care Areas									
Patient Care Areas - All tasks	X								
Floor Care									
Buffing - hallways and labs								X	
Buffing - patient care areas								X	
Annual Carpet Cleaning									X
Annual Strip-n-Wax									X