

APPENDIX 1

ADDITIONAL INFORMATION FOR

SALT LAKE CITY ARTCC/NEMC/CCF

3.1 Building Data: (Note: Square Footage Figures are approximate)

Salt Lake Air Route Traffic Control Center (ARTCC)
Compound consisting of:

- ARTCC Building (Building Number 1)
- Engine Generator Complex
- Medical Office
- NIFO Building
- Guard House
- Interim Support Building (NIFO/ISB)
- Hall between ISB and ARTCC
- Childcare Center
- NEMC Building (Building Number 3)
- Barbeque Grill and Picnic Tables

BUILDING SIZE SURVEY

BUILDING	APPRX W/O CARPET	APPRX WITH CARPET	APPRX AGE
NEMC	2,500 sq. ft.	24,500 sq. ft.	1978/1984
Eng. Gen. Bldg.***	15,000 sq. ft.	None	1975/1993
Main Facility	30,750 sq. ft.	77,500 sq. ft.	1964/70/73
Control Room	Minimal	7,600 sq. ft.	1970
Guard Shack	800 sq. ft.	400 sq. ft.	2001
ISB	500 sq. ft.	4,300 sq. ft.	1997
Childcare Center	3,000 sq. ft.	5,000 sq. ft.	1996
BBQ/Picnic Area	2,500 sq. ft.		

Elevator (Building No. 1)	Age Aprx. 2010
Elevator (Building No. 2)	Age Aprx. 1986
Elevator (ISB)	Age Aprx. 1997

Cooling Tower	No Carpet	Age Aprx. 1993
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*** **Eng. Gen. Bldg.** Area to be cleaned is approximately 800 sq. ft. consisting of kitchenette, restroom (2), ESU office, and breakroom.

APPENDIX 2
REQUIREMENTS FOR
PUDDLE JUMPERS CHILD CARE FACILITY

LOCATION:

Puddle Jumpers CCF
802 N 2200 W
Salt Lake City, UT 84116

Child Care Center. Cleaning operations shall be performed between the hours of 9:00 p.m. and 5:00 a.m., seven (7) days a week.

(a) Room Cleaning – Daily

1. Police and free facility of all paper, trash and other discarded materials. Empty trash receptacles and dispose of feces and soiled diapers in plastic bags. One disposal around noon in addition to the general cleaning at 9:00 p.m.
2. Clean drinking fountains and door glass.
3. Vacuum the entire rug area, sweep and wet mop or scrub floors and clean all toilet room surfaces utilizing a cleaner disinfectant.
4. Wash inside and out or steam cans used for collection of feces filled or soiled diapers and food remnants.
5. Wash, damp wipe or provide plastic liners for waste baskets.
6. Clean horizontal surfaces, including tables, counters and desktops.
7. Clean vertical surfaces of cabinets.
8. Clean sinks and mirrors.
9. Replenish toilet supplies and provide paper towels for all dispensers.
10. Clean glass desktops.

(b) Containers – Daily

1. Collect all wastepaper, bottles, cans, garbage, rubbish, etc., from all containers and place in dumpster. Search wastepaper to recover lost valuables, as necessary. Bags containing feces filled and soiled diapers shall be removed twice daily.
2. Drinking Fountains (inside and outside).
3. Damp wipe metals, polish bright and apply a disinfectant type of cleaner to water spigot.

-Weekly

1. Wash all waste containers inside and out.

General Cleaning -Daily

1. Dust all rooms in Child Care Center including furniture,

equipment, windowsills, etc.

2. Clean all chalkboards unless marked to the contrary.
3. Diaper changing board shall be washed with a mild detergent and disinfected twice daily.
4. Sweep and polish outside entrance areas.
5. Clean windows in entrance doors, inside and outside, and polish push plates.

Weekly –

1. Polish doorknobs, hardware, switch plates, etc.
2. Completely clean inside and outside the refrigerators, microwave ovens, stoves, and other kitchen equipment.

Every Two Weeks –

1. Damp wipe metal handrails (painted and unpainted).

Monthly –

1. Wash furniture and cabinets to remove fingerprints, scuff marks, etc.
2. Vacuum and dust installed window coverings.
3. Clean outside entrances for Child Care Center.

Quarterly –

1. Dust all files, window/door frames and casings, all else beyond reach when standing on the floor. Clean by dusting or vacuuming surfaces and object approximately 70” or more from the floor. This includes but is not limited to wall and ceiling areas adjacent to ventilating and air conditioning outlets, transoms, clocks, molding around ceilings, tops of partitions, overhead pipes, wall fans, pictures, plaques, wall of ceiling diffusers, file cases and bookcases.
2. Wash windows, inside and outside; clean sills, frames and screens.

Semi-Annually (in January and August) –

1. Clean ceiling light fixtures, including washing glassware, diffusers, reflectors, and return air louvers.
2. Wash all interior and exterior windows. Strip and apply four (4) coats of floor finish to resilient floors. Dust or vacuum all blinds.

Annually –

1. Wash all walls with a germicidal solution.
2. Wash all blinds.

Restrooms (Child Care Center) –

Daily (evening) –

1. Clean and disinfect all urinals and commodes by chemical means to eliminate odors. Apply suitable deodorizer.
2. Restock hand soap, paper towels, paper toilet seat covers, and toilet tissue.
3. Clean mirrors, washbasins, and countertops.

Weekly –

1. Spot wash walls and partitions.
2. Scrub, wax, and machine buff floors.

Every Two Weeks –

1. Damp wipe walls, wainscoting and partitions.
2. Clean soap dispensers to prevent clogging.

Monthly –

1. Wash walls, wainscoting, and partitions.

Floors - *NOTE: Maintain all waxed surfaces at all times with sufficient anti-slip properties to minimize the probability of accidents.*

Daily –

1. Damp mop all tile floors.
2. Damp mop restroom floors.
3. Vacuum thoroughly and spot clean all carpeted areas.

Monthly – *NOTE: Operations shall be scheduled on weekends to allow for thorough drying. Weekends should have reduced occupation; therefore, the required shampooing, deodorizing and sanitizing of carpets will be scheduled for weekends to allow the best possible conditions for drying.*

1. Shampoo, deodorize and sanitize all carpets.

Bi-Monthly –

1. Scrub, wax, and machine buff all tile floors.

Furniture –

1. As required and directed by the COTR: conference room tables, chairs, and other general use equipment will need to be dusted, washed down, etc., prior to their use. The Contractor will be given 24-hour advance notice prior to the time that the chairs, tables, etc., will be put to use.

APPENDIX 3
REQUIREMENTS FOR
SALT LAKE CITY ARTCC/NEMC

Location:

Salt Lake City ARTCC/NEMC

2150 W 700 N

Salt Lake City, UT 84116

ARTCC/NEMC: Janitorial Work Hours

The Salt Lake City ARTCC is operational 24 hours a day. Janitorial service is required seven (7) days per week for all facilities. The Contractor shall provide a minimum of one (1) employee working per shift to provide requisite coverage.

- (1) Control Room:** Services for the Control Room must be accomplished during the period of the lowest Air Traffic Operational activity, typically between 12:01 a.m. and 6:00 a.m. The Contractor shall ensure that operations in this area are not disturbed during peak activity periods.
- (2) General Areas:** Work to be performed in all other areas of the facility may begin as early as 3:00 p.m. daily in common areas (dining, restrooms, hallways, etc.) as long as work does not interfere with building and personnel operations. Controllers' restroom should be cleaned a minimum of one time per 8-hour shift (men's and women's restrooms shall be cleaned in a sequential operation to minimize closure time).
 - (a) All painted, vinyl and fabric wall surfaces shall be kept free of dust, lint, smudges, marks and foreign matter.
- (3) Special DSR Control Room Cleaning.** During other than normal administrative hours, the point of contact and the quality assurance monitor for the janitorial contract will be the SOC on duty in the control room. Any deviations from the requirements listed below shall be coordinated with the SOC prior to accomplishment. Control room janitorial activities shall include, but not be limited to:
 - (a) Trash removal is required each shift.
 - (b) All carpeted areas of the control room will be vacuumed (with "back-pack" style low noise cleaner) daily, seven (7) days a week, during the hours of midnight to 6:00 a.m.
 - (c) Low cleaning shall include, but not be limited to the following: strip trays, flight strip printer cavities, and exterior surfaces of the DSR consoles shall be vacuumed weekly and cleaned with a disinfectant solution quarterly. To be accomplished between the hours of midnight to

6:00 a.m.

- (d) High cleaning shall include, but not limited to the following: vacuum and clean surfaces above map lights extending to and including top of consoles. This activity shall be accomplished quarterly during the midnight to 6:00 a.m. timeframe. Contractor shall be required to provide COR cleaning schedule for review and approval.
- (e) The tops of equipment cabinets and the outside of the equipment cabinet doors shall be vacuumed semi-annually.
- (f) Minor construction cleanup shall be accomplished as required or requested by the SOC.
- (g) Carpet shampooing shall be scheduled and accomplished semi-annually. Spot cleaning shall be accomplished or requested by on-duty SOC.
- (h) Quiet room shall be cleaned daily at approved times. The Dysim area will be treated the same as the DSR room.

NOTE: All quarterly and semi-annually scheduled activities shall be coordinated with the COR in advance. Advance scheduling is for coordination with Air Traffic and SOC prior to cleaning activities taking place.