

FACILITY OVERVIEW FOR JANITORIAL SERVICES SUPPLEMENT TO STATEMENT OF WORK

AGENCY NAME/BUREAU		CONTACT	
DCNR - Bureau of State Parks		Gavin Smith, Asst Park Manager	
ADDRESS (To be serviced)		EMAIL	
Gifford Pinchot State Park		giffordpinchotsp@pa.gov	
2200 Rosstown Road		PHONE	FAX
Lewisberry, PA 17339		717-432-5011	717-432-0367
Indicate the number of employees at the facility to be serviced:			
PROCUREMENT ADDRESS		CONTACT	
Gifford Pinchot State Park		Gavin Smith, Asst Park Manager	
2200 Rosstown Road		PHONE	FAX
Lewisberry, PA 17339		717-432-5011	717-432-0367

3-BEDROOM CABIN

AREAS TO BE SERVICED	Square Footage (Best Estimate)	Estimated Required Hours (If Known)
JANITORIAL HOUSEKEEPING		
<input checked="" type="checkbox"/> GENERAL ROUTINE CLEANING (EXAMPLE: Vacuum, dust, trash, etc.)	928	Unknown
CARPET CARE		
<input checked="" type="checkbox"/> CARPET/HOT WATER EXTRACTION/SHAMPOO	928	Unknown-As needed
<input type="checkbox"/> CARPET/DRY COMPOUND		
<input checked="" type="checkbox"/> CARPET/OTHER - Outdoor Rug	10	Unknown
HARD SURFACE FLOOR CARE		
<input type="checkbox"/> HARD SURFACE FLOOR/CONCRETE		
<input checked="" type="checkbox"/> HARD SURFACE FLOOR/TILE/VINYL	200	Unkown
<input type="checkbox"/> HARD SURFACE FLOOR/TILE/CERAMIC		
<input type="checkbox"/> HARD SURFACE FLOOR/WOOD		
<input type="checkbox"/> HARD SURFACE FLOOR/OTHER - <i>SPECIFY HERE</i>		

AREAS TO BE SERVICED <i>cont'd</i>	NUMBER	SIZE - Sq. Inches (Best Estimate)	Estimated Required Hours (If Known)
WINDOW AND GLASS CLEANING			
<input checked="" type="checkbox"/> NUMBER OF FLOOR LEVELS	1	N/A	
<input checked="" type="checkbox"/> WINDOW AND GLASS CLEANING BY FLOOR			
<input checked="" type="checkbox"/> FLOOR 1 <i>(For multiple floors, specify on Page 2)</i>	9	10,300	Unknown-As needed

ADDITIONAL FLOORS			
WINDOW AND GLASS CLEANING BY FLOOR	NUMBER	SIZE - Sq. Inches (Best Estimate)	Estimated Required Hours (If Known)
FLOOR 2			
FLOOR 3			
FLOOR 4			
FLOOR 5			

ADDITIONAL INFORMATION	Number of Restrooms	Number of Sinks	Number of Toilets/Urinals
RESTROOMS	1	1	1

Additional Comments:

This building is a three-bedroom log cabin rental building, featuring a fully functional kitchen. The park has two buildings of this size that are rented year round. During the Peak Season, the second Friday in June through the third Thursday in August, cabin cleaning is to be performed once each week. Each week, cleaning is to be performed on Friday, between the hours of hours of 10:00 am and 2:45 pm. If a cabin has been vacated earlier than the checkout date/time that week, that cabin may be cleaned before the designated time noted above. During the Non-Peak Season, the third Friday in August through the second Friday in June, cabin cleaning is to be performed as needed throughout the week. Whenever an occupancy ends, the cabin is to be cleaned that day between the hours of 10:00 am and 2:45 pm. If a cabin has been vacated earlier than the checkout date/time that week, that cabin may be cleaned before the designated time noted above. In addition to routine weekly cleaning requirements, the Contractor is to perform a full and thorough cleaning of the facilities during a week in the spring and a week in the fall, at times to be determined by the Park Manager. The current purchase order/contract number is 4300201667.