

Lina's Janitorial Services

P.O. Box 3137
Alameda, CA 94501
(510) 552-7813

E-Mail: linasjanitorialservices@gmail.com

Upper Campus Daily Janitorial Cleaning Proposal for the 2020-2021 School

Year :

East Bay Innovation Academy

3800 Mountain Blvd.
Oakland, CA 94619

Areas to be Serviced at Upper Campus

1. Main Office/Reception Area
2. Classrooms
3. Student Bathrooms
4. Staff Bathrooms
5. Cafeteria
6. Library
7. Gym
8. Auditorium

(Day Time Janitor Hour: 11a.m to 3p.m)*

Scope of Daily Janitorial Work

Classrooms:

- Vacuum all carpets
- Dispose of all garbage
- Disinfect and wipe down all tables/desks
- Disinfect and wipe down all door handles
- Mop (*rooms with floor)
- Sweep (*rooms with floor)

Main Office:

- Vacuum carpet
- Dispose of all garbage
- Disinfect and wipe down all desks
- Disinfect and wipe down all door handles

Library:

- Vacuum carpet
- Dispose of all garbage
- Disinfect and wipe down all tables/desks
- Disinfect and wipe down all door handles

Auditorium:

- Vacuum carpet
- Dispose of all garbage
- Disinfect used surfaces on need basis
- Disinfect and wipe down all door handles

Staff and Student Bathrooms:

- Clean and disinfect all sinks, toilets and or urinals
- Dispose of all garbage
- Sweep
- Mop
- Disinfect and wipe down all door handles
- Restock all bathroom supplies as needed (Soap, Paper Towels, Toilet Paper, etc)

Hallways:

- Sweep and maintain main hallways
- Dispose of any garbage

Cafeteria/Gym:

- Post-lunch break down

- Sweep all floors
- Mop
- Dispose of all garbage
- Disinfect and wipe down all tables
- Disinfect and wipe down all door handles

(Day Time Janitor Hour: 11a.m to 3p.m)*

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Lower Campus Daily Janitorial Cleaning Proposal for the 2020-2021 School

Year :

East Bay Innovation Academy

3400 Malcome Ave
Oakland, CA 94605

Areas to be Serviced at Lower Campus

1. Lobby/Reception Area
2. General Office
3. Classroom
4. Restrooms
5. Hallways
6. Cafeteria/Gym

(Day Time Janitor Hour: 12:30p.m to 4:30p.m)*

Scope of Daily Janitorial Work

Classrooms:

- Sweep
- Mop
- Dispose of all garbage
- Disinfect and wipe down all tables/desks
- Disinfect and wipe down all door handles

Staff and Student Bathrooms:

- Clean and disinfect all sinks, toilets and or urinals

- Dispose of all garbage
- Sweep
- Mop
- Disinfect and wipe down all door handles
- Restock all bathroom supplies as needed (Soap, Paper Towels, Toilet Paper, etc)

Hallways:

- Sweep floors
- Disposal of garbage
- Mop

Cafeteria/Gym:

- Post-lunch break down
- Sweep all floors
- Mop
- Dispose of all garbage
- Disinfect and wipe down all tables
- Disinfect and wipe down all door handles

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Cost Summary for the 2020-2021 School Year Daily Cleaning: **East Bay Innovation Academy**

The following is a summary of the cost associated with Lina's Janitorial Services. This is based on the janitorial and cleaning services that will take place at both EBIA's Upper and Lower campuses during the 2020-2021 school year.

Costs:

- Middle school (Lower campus) monthly cost: **\$5,000**
- High school (Upper campus) monthly cost: **\$5,000**

Grand Total per Month:
\$10,000

Schedule of Cleaning:

The 2020-2021 janitorial and cleaning services for both EBIA's Upper and Lower campuses by Lina's Janitorial Services will begin upon official approval and start on August 1, 2020.

Terms and Conditions

***EBIA is to provide all toiletries, including all supplies for cleaning via Starline Supply Company account.**