

washing/cleaning by the tenant. Vacuuming will begin at the ceiling and continue down the walls to the floor, working toward the far end of the rental space. Window sills, electrical outlets, mouldings, baseboard heating elements and horizontal surfaces will be vacuumed as encountered. Carpets will be vacuumed 2 times using an agitator bar after removal of gross dust.. Fabric covered furniture will be vacuumed 2 times using a stiff brush attachment after removal of gross dust. Fabric window dressings will be vacuumed 2 times. Window air conditioners will be vacuumed externally then dismantled to be vacuumed internally. Central HVAC intake/discharge registers (if present) will be removed/cleaned to permit interior duct cleaning then replaced and covered with plastic. Appliances such as refrigerators and stoves will be moved to vacuum dust from floor footprint area. Spoiled food (if present in the refrigerator) will be removed at this time. Refrigerator cooling tubes will be brushed and vacuumed. Closet and dresser interiors will be vacuumed. Upon reaching the far end of the rental space vacuuming will continue by reversing the process detailed above. Vacuuming will continue to the entrance area. At this time horizontal surfaces will be wet wiped, solid floors will be moped, flatware and solid objects, will be washed. Flatware, solid objects (electrical equipment, exercise equipment, etc) will be packaged in boxes and/or covered with plastic. Work will continue to the isolation barrier where all cleaning equipment will be vacuumed and/or washed for use on the next rental space..

6. Cleaning of (commercial) Interior Spaces:

Two commercial spaces are present in the building, both are grossly contaminated with inches of dust and debris. Both spaces are carpeted and have central air conditioning systems with the exchanger located above tiled ceilings. Entrance to the spaces is via a hallway from Cedar Street and a stairwell from Liberty Street. The heavy accumulation of dust in these spaces requires special considerations. The units will be isolated from both entrance ways by plastic barriers. Vacuum motors and canisters will operate from outside the isolation area. Vacuuming will be accomplished by snaking hoses into the contaminated areas. This procedure will minimize entraining dust into the air. Due to the accumulation of dust, negative air machines will be utilized to manage air born dust. The front windows are presently covered with plywood. Plywood will be removed and window openings will be vacuumed to remove dust and residual debris. Upon completion, plywood and plastic will be installed until the building owner installs permanent windows.

Following complete removal of accumulated dust, vacuums will be brought into the space and cleaning will proceed as detailed in the procedures for residential space.

7. Specialized Cleaning Procedures

a. Window Mounted Air Conditioners.

Vacuum exterior surfaces, remove from wall mount and relocate to isolated cleaning area. Cover A/C mount with plastic. Discard filters and open unit to expose interior mechanism. Vacuum cooling fins and interior surfaces. Replace filter, install in mount and cover interior vents with plastic.

b. Roof Mounted A/C