

The following is a description of the services needed at the Altoona Transportation Center. Interested bidders may arrange for a tour by contacting Nick Ardizzone at the Redevelopment Authority.

The janitorial contractor agrees to supply a janitor to clean the Altoona Transportation Center seven days a week. General cleaning will consist of:

Restrooms (2 Public, 2 Private) – DAILY (each work day)

- Clean and disinfect toilets, urinals, sinks and mirrors
- Mop and disinfect floor
- Re-stock toilet tissue, hand towels, soap and sanitary napkins
- Empty and clean waste containers and replace liners

Air fresheners shall be replaced as needed. One a week or as needed, scrub and sanitize restroom walls and ceiling

Lobby – DAILY (each work day)

- Clean seating
- Clean window ledges/sills
- Empty and clean waste containers and replace liners, all refuse shall be placed inside the dumpster in the parking garage
- Debris and garbage shall be removed from around, within or underneath seating
- Dry and wet mop lobby floor

Once a month or as needed, the island seating in the lobby shall be moved and the floor shall be swept and cleaned underneath. Stripping and waxing of the lobby floor shall be done at least annually, with the buffer being used on a regular and consistent basis to ensure the surface of the lobby floor remains presentable to the public. A cleaner and polish of the Redevelopment Authority's choosing will be used and supplied by the Redevelopment Authority.

Entranceways – DAILY (each work day)

- Clean glass doors and windows
- Dry and wet mop floor
- Sweep exterior of entryway

Outside windows will be cleaned monthly, as needed and weather permitting.

AMTRAN Bus Platform – The trash and recycling cans on the AMTRAN bus platform will be emptied as often as needed, and no less than twice per week. All trash will be placed in the dumpster in the parking garage.

Extras: Light bulbs will be replaced as needed. Entranceway mats will be vacuumed and cleaned, general spot cleaning and maintenance as necessary, all cleaning mops and rags, etc. will be treated and dried to prevent mold and odor and garbage will be placed in the facilities dumpster or assigned area.

The janitorial contractor agrees to maintain a positive relationship with the tenants of the Altoona Transportation Center as well as the Altoona Redevelopment Authority, the owner of the Center.

The janitorial contractor will notify the Altoona Redevelopment Authority with a list of supplies needed, inform of any necessary repairs, report broken vending machines and any other issues or problems which may occur. The Altoona Redevelopment Authority will supply all necessary re-stocking supplies i.e. light bulbs, toilet tissue, hand soap, hand towels, trash bags, etc.

The contract will stay in force for a period of one (1) year, with the option to re-evaluate and renew. This agreement shall continue unless terminated by either party by giving the other a 30-day written notice. No modification of the contract will be effective unless it is in writing and is signed by both parties. The contract binds and benefits both parties and any successors and assigns.