

### 3.8 FACILITY MAINTENANCE PLAN SUMMARY, RFP SECTION 1.13

If you are awarded a contract you will be required to adopt a facility maintenance plan, including provisions for maintaining the deputy registrar agency premises. Your plan should detail how you intend to address the items listed below.

If you are awarded a contract, do you agree to be responsible for the following either on your own, through your lease or sublease, or by separate contract:

1. Outdoor building maintenance? No \_\_\_\_\_ Yes \_\_\_\_\_

2. Keeping outdoor areas free of trash and debris? No \_\_\_\_\_ Yes \_\_\_\_\_

3. Assuring prompt snow and ice removal? No \_\_\_\_\_ Yes \_\_\_\_\_

4. Inside of agency, including equipment, will be cleaned by?

Deputy or his/her employees \_\_\_\_\_

Contractor of deputy \_\_\_\_\_

Landlord or his/her contractor \_\_\_\_\_

No one \_\_\_\_\_

5. Provision for inside maintenance will be?

Five or more times per week \_\_\_\_\_

One to four times per week \_\_\_\_\_

Less than once a week \_\_\_\_\_

6. Provision for professional cleaning of carpeting and/or flooring, if any, as needed, but **no less than once** per year?

No \_\_\_\_\_ Yes \_\_\_\_\_

7. Provisions for repainting, as needed, but **no less than once** during the term of contract?

No \_\_\_\_\_ Yes \_\_\_\_\_