

3.8 FACILITY MAINTENANCE PLAN SUMMARY

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:

Outdoor building maintenance? No _____ Yes _____

Keeping outdoor areas free of trash and debris? No _____ Yes _____

Provisions to assure prompt snow and ice removal? No _____ Yes _____

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

Deputy or his/her employees _____

Contractor of deputy _____

Landlord or his/her contractor _____

No one _____

Provision for inside maintenance will be?

Five or more times per week _____

One to four times per week _____

Less than once a week _____

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

No _____ Yes _____

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

No _____ Yes _____