



**COMMUNITY CENTER CLEANING SERVICES  
BID SPECIFICATIONS**

**Purpose:** The City of Arlington is looking for a Cleaning Crew who will be responsible for cleaning the Community Center after events specified by the Community Center Coordinator.

**Location:** Community Center, 204 West Shamrock Drive

**Project:** The City of Arlington is seeking a Cleaning Crew to clean after events specified by the Community Center Coordinator (for overnight cleaning and for next day cleaning), bid for the following:

**Bathrooms:**

- Scrub and Sanitize Toilets and Urinals
- Clean Sink and Sink Bowls
- Clean Mirrors
- Sweep and Mop floors
- Restock toilet paper and Paper Towels

**Event Area**

- Sweep and Mop Floor (Community provides a floor cleaning Machine)

**Kitchen:**

- Clean and put away any dishes, silverware, or other equipment that is left behind by event host
- Wipe down counter tops
- Clean and scrub stove
- Sweep and Mop floor
- Clean Behind the Stove

**Hallway:**

- Sweep and Mop (Community provides a floor cleaning Machine)

**Sealed bids are due by 2:00 p.m. on Tuesday, November 30th. Bids will be opened and read aloud at 2:30 p.m. in the Council Chambers at the Community Center, 204 Shamrock Drive, Arlington, MN. Cleaning Crews should provide two separate bids; flat rate for overnight cleaning, and a flat rate for next day cleaning (not-to exceed).**