

ENCLOSURE 2

TAB B

CLEANING, CUSTODIAL SERVICES, AND REFUSE REMOVAL

Scope of Work: The Partner shall provide all labor, supplies, materials, vehicles, equipment, and any other items necessary to satisfy these requirements. The work will include scheduling and providing cleaning services and refuse removal. The Partner shall clean, remove refuse, and maintain facilities as necessary.

Cleaning should be performed during weekends and holidays when the areas are open to the public. Ensure that facilities are clean, free of objectionable odors, and contain an adequate supply of toilet tissue.

Shower Houses and Restrooms: Inspect, deodorize, and clean inside fixtures, partitions, floors, walls, ceilings, doors, and windows. Dry recently cleaned surfaces before use of the facility by the public. Remove all insects, insect nests, and webs, from louvers, screens, doors, windows, inside and outside walls, ceilings, recesses, and eaves. Shower stalls, curtains, and other interior areas subject to wet or damp conditions should be kept free of mold, mildew, fungi, and other biological formations. Furnish and distribute roll toilet tissue, as necessary, to make a continuous supply available to the public.

Gate House Cleaning Services: Inspect, deodorize, and clean inside fixtures, partitions, floors, walls, ceilings, doors, and windows. Dry recently cleaned surfaces before use of the facility by the public. Remove all insects, insect nests, and webs, from louvers, screens, doors, windows, inside and outside walls, ceilings, recesses, and eaves. Furnish and distribute roll toilet tissue, as necessary, to make a continuous supply available to the Gate House staff.

Clean outside grounds and facilities including walks, paved parking areas, water fountains, and benches. Replace inoperable light bulbs in both interior and exterior fixtures. Unclog sinks, toilets, and water fountains. Clogs requiring use of plumbing equipment such as drain snakes, augers, or rooters is considered facility maintenance and shall be performed by the Government. Remove drawing, writing, or graffiti with commercially available cleansers. If an area needs to be repainted, it is considered facility maintenance and shall be performed by the Government. Water fountains, sinks, and toilets should be kept clean, free from foreign matter and in a sanitary condition.

Water and Electricity: All water and electricity required in the performance of this agreement can be obtained from Government sources within the area or from other sources approved by the OPM. Do not use the same water and supplies used for cleaning rest rooms to clean campsites.

Dumpster Service and Schedule: Dumpsters should be in good condition with a good paint job. Dumpsters should be emptied as frequently as needed to keep trash from overflowing. Servicing of dumpsters should include emptying dumpster and removing litter from a 20-foot radius area around dumpster. Partner shall exercise care as to not allow effluent leakage of material from the dumpster onto the ground area during service or effluent leakage from the service vehicle while in recreation areas. Partner should clean any areas with large amounts of, or offensive, effluent leakage.

Campsites: Clean tables, including seats, tops, and base slabs. Clean adjacent grounds and facilities such as parking areas, steps, and walks of litter, including pop tops, and cigarette butts. The screenings (gravel) should be raked, leveled and all vegetation (living and dead) should be removed. Graffiti should be removed.

Grills and Fire Rings: The Partner shall remove ashes and debris from within and around fire rings and grills and dispose of properly. Care must be taken in the disposal of hot ash material so as not to start fires, endanger visitors, or Partner employees.

Non-occupancy: Grills and/or fire rings located in areas or sites where there is no evidence of occupancy should not be cleaned. Evidence of occupancy includes, but is not limited to garbage, litter, debris, ashes, coals, charred wood, food, and consumptive materials.

Picnic Shelters: The Partner should ensure the proper cleaning of the picnic shelters. Structures including tables, benches, eaves, floors, and grills must be cleaned. In addition, clean outside grounds and associated facilities including walks, steps, and benches. All light fixtures should be cleaned ensuring there are no spider webs, dust accumulations, and/or bugs inside the fixture.

Refuse Containers: The Partner should remove the contents of trashcans and replace liners regularly and as necessary to provide clean and healthful recreation and operational areas. Generally, trash cans should be emptied only when they become half-full or produce an odor. All litter within (20 feet of the container should be picked up and disposed of at the time of servicing. When necessary, clean and disinfect both inside and outside of cans. The Partner should inspect can holders regularly and assure that they work properly. If the can holder needs repaired, notify the OPM. Advise the OPM promptly when any household or other outside garbage or debris is found in the park.

Removal of Litter: Pick up trash, paper, plastic, debris, bottles, dead fish, limbs, cans, gravel, mud, animal carcasses, driftwood, and any other foreign material and dispose of properly. Litter should be removed from all areas within 20 feet outside the perimeter of defined mowing limits or established wood lines, whichever is greater.

Perform this work also in hard-to-reach areas, such as steep slopes and rip-rap areas and to water edge. Keep beaches and water edge areas free of debris, glass, pop tops, cigarette butts, trash, litter, animal waste, animal carcasses, and all such undesirable material.

Beach: All sand should be removed from concrete walkways in beach areas, including but not limited to sidewalks, showers, and fountains, each time the beaches are serviced.

RV Dump Station and Drains: The Partner should clean all concrete slabs, wood, and metal surfaces at all dump stations and drains. All drains and lines should be inspected and surface clogs removed. Clogs requiring use of plumbing equipment such as drain snakes, augers, or rooters is considered maintenance and will be performed by the Government. Litter and debris should be removed from within 20 feet of the dump station each time it is serviced.

Trails: All litter and debris should be removed from 20 feet of the centerline of trails and 20 feet outside of the wood line of trailheads.

Solid Waste: The OPM is required to submit solid waste removal amounts to higher

headquarters. The Partner will report the volume (CY) or mass (tons) of all solid waste (household garbage, non- household garbage, construction and demolition material) removed from the park to the OPM each month.

Disposal Areas: The Partner has full responsibility for locating and obtaining state approved dumping and disposal areas located off Government property. No dumping or disposal is allowed on Government property beyond the pre-designated areas where natural debris is authorized. Do not dump in any area outside of Government property without written approval of state or local health agencies.

Rooftops and Gutters: The roofs and gutters of all buildings and structures in the park should be cleaned of all leaves, pine needles, and other debris twice a year, once in the fall and once in the spring. Gutter downspouts that become clogged should be opened and cleaned as needed throughout the year.

Accident Scene Clean-up: On rare occasions, the Partner may be required to clean areas of blood contamination. This could occur where an accident or incident has involved an employee or member of the visiting public in the park. The clean-up should be accomplished in full compliance with Hall County Standards.

Laundry Facilities: Laundry facilities are operated by the Government's Cooperating Association. The Partner is responsible for keeping the laundry room clean. The Cooperating Association is responsible for the operations and maintenance of the laundry and soap dispensing machines.

GRASS MOWING, WEEDING, EDGING, AND PRUNING OF SHRUBS AND PLANTS

Scope of Work: The Partner shall provide all labor, supplies, materials, vehicles, equipment, and any other items necessary to satisfy these requirements. Perform maintenance including mowing, trimming, weeding, and pruning. Control undesirable weeds and turf growth. Remove debris from the park and shoreline areas.

General Landscape Maintenance: Plants around buildings, bulletin boards, gatehouses, entrance gates and other landscaped areas should be pruned as necessary. Spring flowering shrubs should be pruned when the flowers fade in the spring before new growth starts. Evergreen shrubs should be pruned between 1 May and 1 July. Deciduous shrubs should be pruned between 1 April and 1 May and between 1 August and 1 September. Basic tools required for pruning are hand shears, pruning saws and lopping shears. Plants should be thinned to encourage bushier growth and dead and broken branches removed. The typical growth habit of individual plants should be retained with as much height and spread as practical. Cuts should be made with sharp instruments and should be flush with the trunk or adjacent branch to ensure elimination of stubs. Cuts should be smooth and at an angle to permit water runoff. Trimmings should be removed from the site.

Weeds and grass should be removed from around ornamental shrubs, trees and ground covers, including the removal of grass and weeds from planter boxes, slopes, and plant beds. Weeds and grass should be removed from plant beds out to the original limits of the bed. Weeds and grass should be removed from around individual trees and shrubs in a circle for a minimum distance of two (2) feet from the base of the plants.

Damage Responsibility: The Partner shall be responsible for any damage to Government or private property, facilities, structures, or landscape features occurring as a result of their operation. The Partner shall be required to satisfactorily rectify notices of damage from the public and to protect the Government from claims resulting from damage caused by their activities, and to make immediate notification to the OPM concerning said damage or injury to any person.

Grass Mowing: Grass should be mowed as necessary, generally from mid-March through mid-October, based on seasonal growth. Litter should be removed from the mowing area prior to starting. Grass in public use areas should not be allowed to exceed eight (8) inches in height prior to mowing. Areas that cannot be cut by machine should be cut with hand-held equipment, such as weed eaters. Grass should be cut no lower than approximately three (3) inches in height. Power mowers should be operated at a safe distance from occupied picnic areas and campsites.

Grass should be neatly trimmed around light poles, campsite barrier posts, trees, shrubs, etc. Care must be taken to prevent damage to plants and structures while trimming. All sidewalks should be edged when necessary. Grass should not grow over surfaces of sidewalks or in sidewalk cracks. Grass clippings should be removed from roadways, sidewalks, campsites, impact areas, playgrounds, shelters, etc., and the premises left in a clean and neat condition.

Impact Areas: The Partner shall mow and/or weed immediately adjacent to impact areas, as necessary, to keep a neat and attractive appearance throughout the recreation season between mid-March and mid-October. Mowing and/or weeding beyond five (5) feet of the designated impact area in non-grassy areas is not required. Herbicide may be used on impact areas to keep weeds from growing on pads and immediately adjacent to campsite impact areas.

Safety: Strictly enforce mowing safety in accordance with applicable safety publications and manufacture's recommendations. Accomplish mowing so as to have minimum impact on visitor use. Direct mower discharge away from persons, vehicles, campsites, etc. Mowing equipment should not be operated unless screens, deflectors, and other safety devices are in place. Original safety devices installed by the manufacturer will not be altered or removed.

Protection of Existing Vegetation, Structures, Equipment, Utilities, and Improvements: The Partner shall exercise caution to preserve and protect all structures, equipment, and vegetation on or adjacent to the work site. Herbicide spraying and mechanical weed control should not be done so as to damage or kill trees and shrubs, planted or otherwise.

Pre-Season Preparation: Prior to Park openings in the spring, Partner should ensure that all paved roadways, pullouts, impact areas, and picnic areas (including playground impact areas) are cleaned of all leaves, sticks, pine straw, and other debris. Pine straw and leaves are not to be blown into roadway ditches or around sides of impact areas. All debris should be removed from the specified areas and taken to an authorized disposal area.

Plant Litter Removal: During the fall leaf off season, fallen leaf and limb litter should be blown clean with leaf and limb material moved to adjacent wooded areas of the park on a weekly basis.

REMOVAL OF UNDESIRABLE ANIMALS

The Partner shall capture and remove animals within the park that prove to be pests. Animals will be captured alive by the use of traps and other approved methods. Animals will be transported to the animal shelter in the county where the animal was caught.