



## Requirements for Proposal (RFP)

### Cleaning Schedule for Village Facilities

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1. Village Office - Bi-weekly cleaning  
(Floors, desks, counters, kitchen, two bathrooms)
2. Public Works Shop - Weekly cleaning  
(Two offices, staff lunch room, two bathrooms)
3. New Fire Hall - Weekly cleaning  
(Kitchen, bathrooms, upstairs meeting room, dispatch room)
4. Old Fire Hall - As requested by CAO
5. Extra cleaning – As requested (i.e. spring or fall cleaning)

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- The successful applicant must provide own supplies.
  - Approximately 32 – 36 hours per month are needed.
  - Please note, an **Oath of Confidentiality** must be signed prior to commencement of work.