

**CUSTODIAL SERVICES  
LOCATION AND SCHEDULE  
FOR  
FORT MYER, FORT MCNAIR AND  
HENDERSON HALL**

**If you have any questions or concerns,  
contact the Contracting Officer  
Representative (COR), Larry Moxter, on  
703-696-3597.**

**TEAM 1 - FT MYER & HENDERSON HALL**

BUILDING	Time of Day	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
48	PM		FS	FS	FS	FS	FS	
50	PM		FS	FS	FS	FS	FS	
59	AM		FS	FS	FS	FS	FS	
201	PM		FS		PS			
202	AM		FS	FS	FS	FS	FS	
216	AM				FS		PS	
225	PM			FS		PS		
227	PM				FS			
228	AM		FS			PS		
229	PM		FS			PS		
230	PM		FS	FS	FS	FS	FS	
335*	AM		FS	FS	FS	FS	FS	
406*	AM			FS			PS	
TRAILER	PM				FS			

\*335 SEE ATTACHED TECHNICAL EXHIBIT 2

\*406 Basement, 1st Floor & 4th Floor wings A&B Only

**FS = FULL SERVICE**

SWEEP AND/OR DUST MOP

VACUUM

TRASH REMOVAL

CLEAN/DISINFECT WATER FOUNTAINS/EYEWASH STATIONS

CLEAN/DISINFECT RESTROOMS/LOCKER ROOMS/SHOWERS

DAMP MOP FLOORS

REMOVE RECYCLING

CLEAN INTERIOR GLASS

STAIRWAYS & LANDINGS (TWICE A WEEK FOR BLDGS 59, 202, 219, 228, 230, 239, 335, 400, 404, 405, 480, 48, 50, 217 ONLY)

**PS = PARTIAL SERVICE FOR BLDGS 59, 202, 219, 228, 230, 239, 335, 400, 404, 405, 480, 48, 50, 217 ONLY**

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VACUUM

TRASH REMOVAL

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DAMP MOP FLOORS

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**PS = PARTIAL SERVICE FOR ALL OTHER BLDGS**

TRASH REMOVAL

CLEAN/DISINFECT WATER FOUNTAINS/EYEWASH STATIONS

CLEAN/DISINFECT RESTROOMS/LOCKER ROOMS/SHOWERS

**TEAM 2 - FT MYER & HENDERSON HALL**

BUILDING	Time of Day	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
25	AM			FS		FS		
28	AM			FS		FS		
29	AM		FS			FS		
205	AM			FS			PS	
231	AM		FS		PS			
232	AM			FS		PS		
239	AM		FS	FS	FS	FS	FS	
242	PM		FS		PS			
306	AM		FS			PS		
307	PM		FS			PS		
312	PM		FS			PS		
313	PM				FS		PS	
318	PM			FS		PS		
321	PM		FS		PS			
325	PM				FS		PS	
330	PM			FS		PS		
404*	AM		FS	FS	FS	FS	FS	
450*	PM			RS			RS	
468*	PM			RC				
525*	PM			RC				

- \*404 Education Center Only
- \*450 Retock Only
- \*468 & 525 Pick Up Recycling Only

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CLEAN/DISINFECT RESTROOMS/LOCKER ROOMS/SHOWERS

DAMP MOP FLOORS

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TRASH REMOVAL

CLEAN/DISINFECT WATER FOUNTAINS/EYEWASH STATIONS

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TRASH REMOVAL

CLEAN/DISINFECT WATER FOUNTAINS/EYEWASH STATIONS

CLEAN/DISINFECT RESTROOMS/LOCKER ROOMS/SHOWERS

**TEAM 3 - FT MYER & HENDERSON HALL**

BUILDING	Time of Day	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
203	AM		FS			PS		
217	AM		FS	FS	FS	FS	FS	
219	AM		FS	FS	FS	FS	FS	
305*	AM		FS			PS		
238	AM			FS		PS		
314	AM				FS		PS	
405	PM		FS	FS	FS	FS	FS	
410	AM				FS		PS	
412	AM			FS		PS		
416*	AM			FS		PS		
447	PM			FS			PS	
400*	PM		FS	FS	FS	FS	FS	
415	PM				FS		PS	
469**	PM			PS		FS		
480*	AM		FS	FS	FS	FS	FS	

\*305 Excludes Basement

\*400 SEE ATTACHED TECHNICAL EXHIBIT 3

\*416 Common Areas and Three Transient Rooms Only

\*\*469 Library Only

\*480 SEE ATTACHED TECHNICAL EXHIBIT 2

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CLEAN/DISINFECT WATER FOUNTAINS/EYEWASH STATIONS

CLEAN/DISINFECT RESTROOMS/LOCKER ROOMS/SHOWERS

DAMP MOP FLOORS

REMOVE RECYCLING

CLEAN INTERIOR GLASS

STAIRWAYS & LANDINGS (TWICE A WEEK FOR BLDGS 59, 202, 219, 228, 230, 239, 335, 400, 404, 405, 480, 48, 50, 217 ONLY)

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CLEAN/DISINFECT RESTROOMS/LOCKER ROOMS/SHOWERS

**TEAM 4 - FT MYER & HENDERSON HALL**

BUILDING	Time of Day	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
414*	FITNESS CENTER		FS	FS	FS	FS	FS	

\*SEE ATTACHED TECHNICAL EXHIBIT 4

**TEAM 5 - FT MYER & HENDERSON HALL**

BUILDING	Time of Day	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
241*	PM		FS	FS	FS	FS	FS	
243*	PM		FS	FS	FS	FS	FS	
249*	PM		FS			PS		
469**	PM		PS	PS	PS	PS	PS	
469*	PM		FS	FS	FS	FS	FS	
T482**	PM		PS	PS	PS	PS	PS	
T482*			FS	FS	FS	FS	FS	
257*	PM				TP		TP	

\*249 Lower Level Only

\*257 Trash Pick Up Only

\*469 &amp; T482 SEE ATTACHED TECHNICAL EXHIBIT 1

\*241, 243, 249 SEE ATTACHED TECHNICAL EXHIBIT 3

\*\*469 &amp; T482 Partial Cleaning SEE ATTACHED TECHNICAL EXHIBIT 1

**TEAM 6 - FT MYER & HENDERSON HALL**

BUILDING	Time of Day	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
48	AM							FS
50	AM							FS
227	AM							PS
217	AM							FS
414*	AM	FS						FS

\*SEE ATTACHED TECHNICAL EXHIBIT 4

**TEAM 1 - FT MCNAIR & NDU**

BUILDING	Time of Day	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
62*			FS	FS	FS	FS	FS	
17*			FS	FS	FS	FS	FS	

\*SEE TECHICAL EXHIBIT 5

**TEAM 2 - FT MCNAIR & NDU**

BUILDING	Time of Day	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
59*			FS	FS	FS	FS	FS	

\*SEE TECHICAL EXHIBIT 5

**TEAM 3 - FT MCNAIR & NDU**

BUILDING	Time of Day	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
61*			FS	FS	FS	FS	FS	

\*SEE TECHICAL EXHIBIT 5 FOR ADDITIONAL TASKS

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CLEAN/DISINFECT RESTROOMS/LOCKER ROOMS/SHOWERS

DAMP MOP FLOORS

REMOVE RECYCLING

CLEAN INTERIOR GLASS

STAIRWAYS & LANDINGS (TWICE A WEEK FOR BLDGS 59, 202, 219, 228, 230, 239, 335, 400, 404, 405, 480, 48, 50, 217 ONLY)

**PS = PARTIAL SERVICE**

SWEEP AND/OR DUST MOP

VACUUM

TRASH REMOVAL

CLEAN/DISINFECT WATER FOUNTAINS/EYEWASH STATIONS

CLEAN/DISINFECT RESTROOMS/LOCKER ROOMS/SHOWERS

DAMP MOP FLOORS

STAIRWAYS & LANDINGS

\*\*\*LOW DUST MONTHLY

**TEAM 4 - FT MCNAIR & NDU**

BUILDING	Time of Day	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
18	AM		FS			PS		
20*	PM		FS	FS	FS	FS	FS	
21*	PM		FS	FS	FS	FS	FS	
29	AM		PS	FS	PS	FS	PS	
31	AM				FS		PS	
32	AM			FS			PS	
34	AM				FS		PS	
35	AM			FS		PS		
36	AM		FS			PS		
39*	AM		PS	FS	PS	FS	PS	
39	AM			FS			PS	
40	PM		FS			PS		
41	AM				FS		PS	
42	AM			FS			PS	
45	AM			FS		PS		
46	AM				FS		PS	
48	AM				FS		PS	
49	PM		PS	FS	PS	FS	PS	
50	AM		FS			PS		
54	AM		FS			PS		

\*20 & 21 SEE TECHNICAL EXHIBIT 5

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**PS = PARTIAL SERVICE FOR BLDGS 29, 39, 49 ONLY**

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TRASH REMOVAL

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STAIRWAYS & LANDINGS (TWICE A WEEK FOR BLDGS 29, 39, 49)

**PS = PARTIAL SERVICE FOR ALL OTHER BLDGS**

TRASH REMOVAL

CLEAN/DISINFECT WATER FOUNTAINS/EYEWASH STATIONS

CLEAN/DISINFECT RESTROOMS/LOCKER ROOMS/SHOWERS

\*\*\*LOW DUST MONTHLY BUILDINGS 29, 39, 49

<b>FMMC CUSTOMER COMPLAINT RECORD</b>	
<b>CUSTOMER COMPLAINT RECORD</b>	
Date and Time of Complaint:	
Source of Complaint:	
Organization Name:	
Individual name reporting complaint:	
Nature of Complaint:	
Contract Reference Number:	
Validation by QA:	
Date and time Contractor Informed of Complaint:	
Action Taken by Contractor:	
Received and Validated by:	