

City of Unalaska  
REQUEST FOR PROPOSALS FOR JANITORIAL SERVICES  
Department of Ports & Harbors, including Airport

**Deadline to Submit Proposals**  
**May 31, 2017 - 4:00 p.m.**

1. The City of Unalaska is seeking proposals for janitorial services for the above named Department and Facility pursuant to the attached JANITORIAL SCOPE OF WORK.
2. Contact Scott Brown at 907.581.1254 to schedule a walk-through of the facility.
3. The Janitorial Proposal submitted must include all costs and must be a not-to-exceed cost bid.
4. Proposals are requested for a five (5) year contract beginning July 1, 2017, and ending on June 30, 2022.
5. The successful bidder will be required to sign a Contract with the City of Unalaska and a sample of this Contract is attached. Do not sign and submit the sample contract with your proposal.
6. Hand deliver or mail four (4) copies of a completed JANITORIAL PROPOSAL (form attached), with attached reference letters and business licenses, in a sealed envelope labeled JANITORIAL PROPOSAL PORTS & HARBORS and the name of the bidder.
7. Do not place proposals in folders, covers or binders; simply staple the pages together.
8. Mail or deliver proposal to the City Clerk at the address below. Proposals delivered by fax or email will not be considered.

City Clerk  
CITY OF UNALASKA  
43 Raven Way  
P. O. Box 610  
Unalaska, AK 99685

9. Proposals must be submitted by 4:00 p.m. on Wednesday, May 31, 2017. Proposals received after that time and date will not be considered.
10. Contractor Requirements:
  - a. The successful contractor must demonstrate the ability to perform the work described in the Scope of Work.
  - b. The successful contractor must have in place the insurance requirements indicated in the attached sample contract within fourteen (14) days after the date of the Notice of Award.
  - c. Contractors may be determined to be unqualified vendors of the City if they fail to file or are delinquent in their payment of any real property, personal property or sales taxes.

- d. Contractors must have current business licenses issued both by the State of Alaska and the City of Unalaska.

11. City Responsibilities:

- a. It is the responsibility of the City of Unalaska to provide access to the facility for the purpose of performing the duties outlined in the Scope of Work.
- b. It is the responsibility of the City to pay invoices in a timely manner. The City pays vendors on a monthly basis, in a reasonable time after completion of services.

12. The City of Unalaska reserves the right to reject any and all proposals.

13. Proposals will be reviewed by a committee of three persons. Scoring will be based on the following criteria, with a maximum score of 100:

CRITERIA	POINTS AVAILABLE
Proposed Cost	30
Vendor's References	30
Janitorial Experience of Vendor	40
<b>Total</b>	<b>100</b>

*For the cost element, the lowest cost proposal shall receive full points. All other proposals will receive point deductions based on the percentage that the proposal is higher than the lowest bid. The formula will be: lowest bid amount divided by bid amount, multiplied by points possible, equals score (rounded to the nearest whole number).*

14. Notice: City employees and immediate family members shall not transact proprietary business with the City that directly or indirectly results in gain or profit to themselves unless he/she first files with the Finance Department a sworn statement of the intent to have such business transaction, stating the nature, type and extent of his/her interest in the intended transaction. Within seven (7) days following filing, the City shall publish a copy of the statement of intent to do business with the City in a newspaper of general circulation within the City at least once and post a copy of the statement in at least one public place. Publication costs shall be borne by the interested party. The purchasing agent acting for the City in the transaction shall take no action until ten (10) days have elapsed after the filing of the statement by the interested party and until at least seven (7) days have elapsed after the publication and posting of the required statement.

*SAMPLE CONTRACT – DO NOT SUBMIT WITH JANITORIAL PROPOSAL*

**JANITORIAL SERVICE AGREEMENT**  
**City of Unalaska – Department/Facility**

THIS AGREEMENT IS MADE BETWEEN the City of Unalaska (“City”) and \_\_\_\_\_, doing business as \_\_\_\_\_, (“Contractor”).

1. **SERVICES:** Contractor shall provide to City all labor and supplies necessary to accomplish those janitorial and related services identified in the attached “JANITORIAL SCOPE OF WORK” according to these terms, general conditions and specifications.

2. **TERM:** This Agreement shall be in effect for five (5) years, commencing on July 1, 2017 and terminating on June 30, 2022.

3. **TERMINATION:** If City is dissatisfied with the quality of the services, City will inform Contractor in writing of the specific area of dissatisfaction and, if Contractor shall fail to correct the deficiencies within ten (10) days, City may terminate this Agreement by fifteen (15) days written notice to Contractor. City may terminate this Agreement at any time if the premises are destroyed, and City may terminate this Agreement without cause at any time by giving thirty (30) days written notice to Contractor.

4. **PRICE:** City agrees to pay Contractor for janitorial services at a rate of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) per month, payable monthly, in a reasonable time following satisfactory completion of services. A monthly invoice must be submitted to the City of Unalaska, Attention Accounts Payable, P.O. Box 610, Unalaska, AK, 99685, in order for payment to be processed.

5. **CHANGE IN WORK PERFORMED:** The above price is based upon the terms, general conditions, specifications, service area and frequency outlined in the attached “JANITORIAL SCOPE OF WORK”. If there are any changes in such area or services, City and Contractor agree to negotiate a reasonable price adjustment.

6. **DEDUCTIONS:** The City may deduct from the amount of any payment made to Contractor any sums owed to City by Contractor. Before making any such deduction, however, the City shall provide Contractor written notice of the amount claimed by City to be due and owing from Contractor.

7. **CONTRACTOR’S EMPLOYEES AND SERVICE PROVIDERS:** Contractor will provide the City with a list of all persons who will be providing janitorial services on behalf of the Contractor (see attachment). Contractor agrees to update this list if and when additional persons are retained to perform the services under this agreement. At the time this Agreement is signed, or at any time thereafter, in response to a request by the City, Contractor shall identify all persons performing services pursuant to this Agreement. Contractor shall not use any person identified without the specific approval of the City, which approval shall not be unreasonably withheld. The Contractor agrees that no persons shall enter City facilities with the Contractor or Contractor’s employees or agents except for the purpose of performing janitorial services. No friends, family, children or pets will be permitted to enter City facilities with employees or agents of the Contractor.

8. **SAFETY AND COMPLIANCE WITH APPLICABLE LAW:** In performing services pursuant to this Agreement, Contractor shall comply with all applicable federal, state and local laws, statutes, ordinances, rules and regulations. Contractor shall also comply with all Federal, State, and City safety and health requirements while performing cleaning services for City, i.e., OSHA, AKOSH, fire, most and specifically:

- a. Personal Protective Equipment (PPE): Janitorial contractor is responsible for providing and using the appropriate PPE for each task while performing services FOR City;

- b. Chemical Inventory and GHS or SDS: Per the OSHA Hazard Communication Standard 29 CFR 1910.1200, the janitorial contractor will be required to provide the City with an inventory of products used to clean the facility and a GHS or SDS for each product listed on the inventory. The chemical inventory and GHS or SDS must be updated every six months;
- c. Secondary Containers: The janitorial contractor will be required to label all secondary product containers stored in the facility per 29 CFR 1910.1200;
- d. Storage Closet: If the Janitorial contractor is provided storage for supplies and equipment at a City facility, these items must be stored in such a ways as to not cause a hazard or a safety violation; and
- e. Access: Contractor is required to supervise, store and secure products and equipment when working in areas where the general public is present so that they may not gain access to the products and equipment.

9. **INSURANCE REQUIREMENTS:**

- a. The Contractor shall carry and maintain throughout the life of this agreement, at its own expense, insurance in not less than the amounts and coverage herein specified. Such coverage shall be with an insurance company rated "Excellent" or "Superior" by A. M. Best Company, or a company specifically approved by the City's risk manager. The City of Unalaska, its employees, elected officials, agents, and volunteers shall be named as **additional insureds** under the insurance coverage so specified and where allowed, with respect to the performance of the work. There shall be no right of subrogation against the City, its employees, elected officials, agents, or volunteers performing work in connection with the work, and this **waiver of subrogation** shall be endorsed upon the policies. These policies providing coverage thereunder shall contain provisions that no cancellation or material changes in the policy relative to this agreement shall become effective except upon **thirty (30) days prior written notice** thereof to the City of Unalaska.
- b. Within fourteen (14) days of the date of the Notice of Award, the Contractor shall furnish certificates to the City of Unalaska, in duplicate, evidencing the following:
  - i. that the City of Unalaska, its employees, agents, and volunteers are named as additional insureds under the insurance coverage;
  - ii. That a waiver of subrogation is endorsed upon the policies; and that no cancellation or material changes in the policy relative to this agreement shall become effective except upon **thirty (30) days prior written notice** thereof to the City of Unalaska.
- c. The Contractor shall furnish the City of Unalaska with certified copies of policies upon request. The minimum coverages and limits required are as follows:
  - i. **Workers' Compensation** insurance in accordance with the statutory coverages required by the State of Alaska and **Employers Liability** insurance with limits not less than **one million dollars (\$1,000,000)** and, where applicable, insurance in compliance with any other statutory obligations, whether State or Federal, pertaining to the compensation of injured employees assigned to the work, including but not limited to Voluntary Compensation, Federal Longshoremen and Harbor Workers Act, Maritime and the Outer Continental Shelf's Land Act.
  - ii. **Commercial General Liability** with limits not less than **one million dollars (\$1,000,000)** per Occurrence and **two million dollars (\$2,000,000)** Aggregate for Bodily Injury and Property Damage, including coverage for Premises and Operations Liability, , Contractual Liability,

Broad Form Property Damage Liability and Personal Injury Liability. . Additionally, such insurance shall be considered primary to any insurance carried by the City of Unalaska and the insurer will endorse the policy accordingly.

- iii. **Commercial Automobile Liability** on all owned, non-owned, hired and rented vehicles with limits of liability of not less than **one million dollars (\$1,000,000)** Combined Single Limit for Bodily Injury and Property Damage per each accident or loss.
  - d. Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, officials, employees and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expense.
  - e. All insurance policies as described above are required to be written on an "occurrence" basis. In the event occurrence coverage is not available, the Contractor agrees to maintain "claims made" coverage for a minimum of two (2) years after project completion.
  - f. If the Contractor employs subcontractors to perform any work hereunder, the Contractor agrees to require such subcontractors to obtain, carry, maintain, and keep in force during the time in which they are engaged in performing any work hereunder, policies of insurance which comply with the requirements as set forth in this section. This requirement is applicable to all subcontractors.
  - g. Upon request by the City of Unalaska, the Contractor will provide copies of any and all subcontractor certificates of insurance for review of compliance.
  - h. Failure by the Contractor to maintain the required insurance coverage or to comply with paragraph 11(f) above, may, at the option of the City of Unalaska, be deemed Defective Work and remedied in accordance with the contract.
10. **MULTIPLE CONTRACTS:** If the Contractor is awarded more than one janitorial contract with the City, the Contractor will submit a work schedule to the City that reflects the days and times services will be provided at each Department and/or Facility.
11. **LICENSES:** Contractor shall keep current all local and state licenses and taxes required by law.
12. **ASSIGNMENT:** Contractor shall not assign any of its rights, or delegate any of its obligations under this Agreement, without prior written consent of City. Any assignment or delegation without such written consent shall become null and void.
13. **INDEPENDENT CONTRACTOR:** Contractor is an independent Contractor and all persons employed by Contractor to furnish services hereunder are employees of Contractor and not employees of City.
14. **EQUAL OPPORTUNITY:** Contractor and City agree that in the performance of this Agreement, there shall be no discrimination on account of race, religion, sex, age or national origin, and each shall comply with applicable federal, state and local laws and regulations pertaining to fair employment practices.
15. **LABOR RELATIONS:** It is understood and agreed that this contract is awarded without discrimination as to whether employees of Contractor are members, or not members, of any labor organization. No dispute between any labor organizations and Contractor shall be permitted to occur, or be manifested on the premises. Contractor agrees to employ personnel for the work who will work at all times in harmony with other personnel. Contractor further agrees not to participate in, or encourage, any cessation of work, which may occur as a result of any such labor disputes.

16. **ADVERTISING:** Contractor shall not use City's name, or refer to City directly or indirectly, in any advertisement without receiving City's specific written approval for such use or release.

17. **NOTICES:** Notices, requests, demands and other communication by either party hereunder shall be in writing and delivered to:

CITY OF UNALASKA  
Attention: City Manager's Office  
43 Raven Way, P.O. Box 610  
Unalaska, AK 99685

CONTRACTOR CONTACT INFORMATION:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

18. **APPLICABLE LAW:** This Agreement shall be construed and enforced in accordance with the laws of the State of Alaska, which shall govern the validity and performance under this Agreement. Venue for any dispute arising under or related to the terms of this Agreement shall lie exclusively with the State of Alaska Superior or District Court for the Third Judicial District at Anchorage.

19. **INDEMNIFICATION:** Contractor agrees to indemnify and hold City harmless against any claims, however presented, based directly or indirectly upon the performance, or failure to perform, by Contractor, its employees, elected officials, volunteers, Contractors or representatives, and arising out of this Agreement.

20. **ENTIRE AGREEMENT:** This Agreement contains the entire Agreement between the parties. All prior negotiations between the parties are merged in this Agreement, and there are no understandings or agreements other than those incorporated herein.

**CITY OF UNALASKA**

**CONTRACTOR**

Business Name

By: Sample Contract – Do Not Sign  
David A. Martinson  
City Manager

By: Sample Contract – Do Not Sign  
Individual Name

By: Sample Contract – Do Not Sign  
Individual Name

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attachments to contract:

- Scope of Work
- Contractor employee information sheet
- Multiple contract cleaning schedule (if applicable)

JANITORIAL SCOPE OF WORK  
Department of Ports and Harbors, Including Airport

Facilities:

1. Tom Madsen Airport Terminal Building; and
2. Carl E. Moses Harbor House.

**TOM MADSEN AIRPORT TERMINAL BUILDING**

The janitorial contractor will be required to clean daily at the Tom Madsen Airport terminal building located at 105 Terminal Drive, Unalaska. The area to be cleaned consists of 7,385 square feet. Work must be performed between 2:00 am and 6:00 am each day, with three daily spot checks at 10:00 am, Noon and 3:30 pm. Additionally, Contractor must be available between 9:00 am to 6:00 pm each day for emergency cleaning. The work required includes, but is not limited to, the following:

Daily:

1. Pick up all trash in facility including restrooms
2. Vacuum all carpeted areas per Shaw manufacturer's specifications (see Appendix 1)
3. Empty trash receptacles, replace liners, and disinfect receptacles
4. Sweep and mop restroom floors per manufacturer's specifications and recommended products (See Appendix 2)
5. Clean main terminal flooring per Tuflex manufacturer's specifications and recommended products (See Appendix 3)
6. Replenish all paper products and soap dispensers as needed
7. Clean and sanitize all restrooms, sinks, toilets, hand dryers, urinals, stalls and stall doors, mirrors, and drinking fountains
8. Disinfect door handles, telephones and surfaces
9. Clean furniture (including seating and tables) and telephone booths (including interior and exterior walls) as needed
10. Clean interior windows (including stainless steel wainscoting in baggage claim) as needed
11. Clean all glass doors and fixtures
12. Clean front entry doors and windows

Three Daily Spot Checks:

1. Pick up all trash and empty receptacles in facility (restrooms included)
2. Restock paper products as needed
3. Clean bathroom sinks and counters
4. Empty exterior ashtray containers
5. Report any maintenance issues such as toilet overflow or broken items to the Ports Office

Weekly:

1. Sweep and mop back stairwell
2. Spot clean carpets per manufacturer's specifications and recommended products (See Appendix 1)
3. Clean interior walls, including wainscoting
4. Clean and disinfect bathroom walls

Monthly:

1. Clean carpets by hot water extraction machine per manufacturer's specifications and recommended products (See Appendix 1)
2. Buff restroom floors per manufacturer's specifications and recommended products (See Appendix 2)
3. Strip main terminal floors per manufacturer's specifications and recommended products (See Appendix 3). This includes moving furniture in seating area.
4. Clean exterior windows

**CARL E. MOSES BOAT HARBOR  
HARBOR HOUSE**

The Carl E. Moses Boat Harbor is located at 570 Henry Swanson Drive, Unalaska. The Harbor House is 1,150 square feet and includes men's and women's restrooms (176 square feet each) and men's and women's shower facilities (60 square feet each). The areas to be cleaned are limited to the restrooms, showers and the area outside the entrance doors to the restrooms and showers.

The successful bidder will be required to clean three times each week on Monday, Wednesday and Saturday. There are additional duties to be performed on a weekly, monthly and annual basis. Work performed on a monthly and annual basis may be performed at times to be agreed upon between the Contractor and the Director of Ports and Harbors. Contractor should be available between 9:00 am – 6:00 pm each day for emergency cleaning. The work required includes, but is not limited to, the following:

Three times per week on Monday, Wednesday and Saturday

**Public Areas**

1. Empty exterior ashtray containers and clean; and
2. Remove any trash, clean and sweep outside of the restroom doors.

**Restrooms and Showers**

1. Refill dispensers for hand soap, toilet paper, paper towels, seat covers and sanitary napkins.
2. Empty trash receptacles and sanitary napkin disposal units, spray and damp-wipe with disinfectant and change liners.
3. Clean mirrors with glass cleaner.
4. Clean and sanitize toilets, urinals, seats and flushing devices.
5. Clean, sanitize and damp wipe sinks, faucets and counter tops.
6. Sweep, damp mop and sanitize floors.
7. Clean and sanitize shower area floors, walls and fixtures and keep shower area free of hair, lime, scale or scum build-up on walls, floors and drains.
8. Sanitize Hand Dryers

Once Each Week

1. Remove and wash shower curtains.
2. Clean, sanitize and damp wipe walls, partitions, railings and door handles.



Once each Month

Clean and buff all linoleum and tile floors in the Restroom and Shower Facilities.

Once Each Year

Strip old wax and re-wax floors in the Restroom and Shower Facilities.

**SUPPLIES AND EQUIPMENT FOR BOTH FACILITIES:** Contractor will supply all cleaning equipment and supplies required to perform the work outlined. The City of Unalaska, Department of Ports and Harbors, will supply the products necessary to replenish the paper products (toilet paper, hand towels, toilet seat covers, sanitary napkins), trash can liners and hand soap.

**DEFINITIONS FOR BOTH FACILITIES:**

**Clean** – No visible film, odors, stains, dust, lint, or spots can be detected on floors, walls, partitions, ledges, trim, doors, molding, or fixtures with the room. Free from dirt, impurities or contamination.

**Sanitize** – Areas should be disinfected with a product approved by the City, in an effort to free elements such as bacteria and germs that may endanger health.

**Damp Mop** – Areas have been mopped with a wet cleaning solution and upon completion floors are free of dirt, dust, film, streaks, debris and standing water and shall present a uniform appearance when dry.

## **Appendix 1**

### **Shaw Interior and Exterior Carpets Manufacturer's Specifications and Product Recommendations for Maintenance and Cleaning**



## MAINTENANCE OF SHAW INDOOR - OUTDOOR CARPETS

Shaw Indoor-Outdoor Carpets are quality engineered to provide a long useful life for their intended applications in both indoor and outdoor environments. Shaw Needlebond and Tufted Turf Carpets offer many advantages over other flooring systems, such as reduced fatigue, sound absorption, and aesthetic value in high profile areas of pools, patios, porches, marinas, boat docks, sun rooms, playrooms, basements, walkways, golf facilities, restaurants, retailers, etc.

### INDOOR CARPETS

A comprehensive carpet care program consists of four elements:

- \* Reduction of soil
- \* Removal of dry soil
- \* Removal of spots and spills
- \* Cleaning by hot water extraction

**REDUCTION OF SOIL** - One of the most critical aspects of preventative maintenance is to keep outside areas maintained by using walk-off mats and keeping sidewalks, parking lots, and driveways clean.

**REMOVAL OF DRY SOIL** - Vacuuming is the most significant element in the maintenance of carpets. Daily maintenance is recommended for high traffic and soiled areas. Vacuums should have certification in The Carpet and Rug Institute ( [www.carpet-rug.com](http://www.carpet-rug.com) ) Vacuum Cleaning Indoor Air Quality Program.

**SPOT AND SPILL REMOVAL** - General Instructions: Scoop up any solids gently with a spoon or dull knife. Absorb wet spills as quickly as possible by blotting with white paper or cloth towels. When blotting, work from the outer edge in toward the center of the spot to avoid spreading the spill and enlarging the problem.

Shaw's **R2x Stain and Soil Remover** (certified in CRI's certification program for spotting products) is recommended for all spots and spills not requiring a strong solvent based cleaner for oils and greases. (CRI - Carpet and Rug Institute - reference [www.carpet-rug.com](http://www.carpet-rug.com) )

### General Spot Removal Procedures:

**A. WATER SOLUBLE STAINS** - Absorb as much as possible with white towels. Blot the affected area with more towels dampened with cool water until no more color transfers to the towels. If any of the stain remains, use a detergent solution of 1/2 teaspoon (no more) of **CLEAR** liquid hand dishwashing detergent (do not use those containing lanolin or hand lotions) to a quart of water in a clean spray bottle. Spray lightly onto the spot and blot repeatedly with white towels. **Rinse thoroughly** by spraying with clean water, and then blot or extract. Do not use too much detergent because the residue will contribute to rapid resoiling.

**A-1.** Either: apply a white vinegar solution (one part white vinegar to one part water) to a white towel and blot or spray onto spot. Continue as in "A" or use a slightly acidic spotter made for coffee, tea and other tannin stains rather than the detergent.

**A-2.** Either: apply a solution of household ammonia (one tablespoon of ammonia to one cup water) to a white towel and blot or spray onto spot. Continue as in "A" or use an alkaline spotter made for removing blood and protein stains rather than the detergent.

**B. GREASE** - Blot as much as possible with white towels. Apply a solvent designed for grease removal to a towel and blot. Use sparingly and do not pour or spray directly on the carpet pile as damage to the backing or adhesive underneath may result. Use the towels to transport the solvent to the carpet.

Repeat until no more color transfers to the towel. Protective gloves should be worn because the solvent will quickly remove oils from the skin and may result in irritation. Provide adequate ventilation and do not use flammable solvents! Rinse thoroughly by spraying with clean water, and then blot or extract. If needed, continue with procedures in "A".

C. FREEZE areas with chewing gum and candle wax with ice or a commercially available product in an aerosol can. Shatter with a blunt object and vacuum before the chips soften. Follow up with solvent as in "B".

### RECOMMENDED PROCEDURES BY STAIN TYPE

#### **\*PRO---CONSULT PROFESSIONAL CLEANER**

Adhesive, carpet	B, A, PRO	Grease, Auto	B	
Alcoholic Beverages	A	Food	A	
Asphalt	B, *PRO	Ink, Ballpoint	B	
Beer	A	Permanent	B, F, PRO	
Blood, wet	A	Washable	A	Butter
Dry	A-2	Milk	A	
Chewing Gum	C	Mustard	A, F, *PRO	Coffee
Chocolate	A-2	Paint, Latex, Wet	A	
Cosmetics	B, A, F, *PRO	Latex, Dry	B	Deicer, Salt
Crayon	B	Tea	A-1, F, *PRO	
Excrement	A	Toner, Copier	Vacuum, A	
Food Dyes	A, F, *PRO	Unknown	B, A, PRO	
Furniture Polish	A, B	Urine	A-1	
		A-2		
	Wine			

#### ***F. SPECIAL PROCEDURES FOR SOLUTION DYED (PIGMENTED) CARPETS ONLY***

*Only carpets which are 100% solution dyed are resistant to bleaching.* For solution dyed carpets with stains such as food dyes, fruit drink stains, and coffee not removed by procedure A-1, use a solution of one part chlorine bleach to five parts water. Do not exceed this concentration - never use full strength bleach. Professional cleaners have products that may be more effective. Do not mix with ammonia.

Wearing rubber gloves and eye protection, apply the bleach solution to a white towel and blot it onto the stain. Do not pour the bleach directly onto the carpet. Allow 15 minutes for the treatment to work.

#### **ANOTHER CAUTION !**

*Follow with a thorough rinsing or extract with a wet vac or extraction machine to remove excess bleach. Bleach remaining in the carpet can degrade the fiber over time. Full-strength bleach can degrade the fiber and damage some backings. Do not track to other areas where there might be conventionally dyed carpet.*

**CLEANING INDOOR CARPETS-** Even with thorough vacuuming, cleaning is necessary to remove the oily type material. In order to maintain an acceptable appearance, the carpet must be cleaned on a periodic basis. The frequency of cleaning must be adjusted to the rate at which soil accumulates. A number of cleaning systems are available; their effectiveness varies widely. When choosing the cleaning system and cleaning agent, the important considerations are: 1) it must clean effectively with no optical

brighteners in the cleaning agent, 2) it must not damage the carpet, 3) it must not leave residues from cleaning agents that attract soil. Also fans or air movers are recommended to expedite drying times. Shaw's recommendation of the Hot Water Extraction system is based on significant laboratory work and many years of experience in the field.

**Recommended Minimum Maintenance Frequency**

<u>Traffic</u>	<u>Vacuum</u>	<u>Spot Clean</u>	<u>Hot Water Extraction/Year</u>
Light	Biweekly	Daily	Annually
Medium	Daily	Daily	Biannually
Heavy	Daily	Daily	Quarterly

If a professional carpet cleaner is needed, contact the national referral service - The Institute of Inspection, Cleaning & Restoration Certification (IICRC) at 800-835-4624.

## Outdoor Carpets

Periodic Do-It-Yourself cleaning of outdoor carpets include sweeping, using air blowers, and rinsing with water to remove soil. The removal of excess water by using extractors, wet/dry shop-vacs, and air movers is recommended to expedite drying times. Sand and dried soil particles can cause a premature abrasive wear appearance. Keep all carpets clean and dry to maintain appearance and performance levels.

Another stubborn problem for indoor and outdoor carpets is the salt or deicer from snow melt which accumulates in the carpet over winter. Salt pulls moisture from the air and prevents the carpet from drying as quickly as it normally would. Damp carpet acts like a wet sponge to clean shoes and collect soil faster. The resulting black discoloration in the traffic lanes requires pretreatment with a traffic lane cleaner to break down the soiling and the use of hot, not warm, water to dissolve and remove the salt and soil. Residue from snow melt can cause possible damage.

Carpets that are kept clean and dry will not support mold growth. The existence of moisture and organic material like soil provide a source for mold growth. Removal of the contaminant from the carpet by cleaning is the preferred method for mold remediation and mold control, rather than using chemicals or other treatments on the carpets. Contact the IICRC at 800-835-4624 for cleaning firms certified in mold remediation, if necessary.

Contact Shaw's Information Center at 800-441-7429 for additional assistance.

*WALK OFF MATS*



**Shaw Industries Group, Inc.**

**To:**

Name: Bill

Company:

Fax Number: 919075812187

Phone Number: 1260

**From:**

Name:

Fax Number:

Phone Number:

Date and Time of Transmission: Thursday, April 06, 2006 12:31:58 PM

Pages including this cover sheet: 04

**Confidentiality Note**

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Notes:

## **Appendix 2**

### **Altro High Performance Safety Flooring Manufacturer's Specifications and Product Recommendations for Maintenance and Cleaning**

# High Performance Safety Flooring

## Slip Resistant Sheet Vinyl

*RESTROOM VINYL*



### cleaning & maintenance guide

**ALTRO**

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AND WALLING

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## INTRODUCTION

A clean and well maintained floor can make a world of difference to the overall impression users have of a building.

This leaflet explains how it is possible to keep Altro High Performance safety flooring looking good and functioning correctly at a reasonable cost.

Altro also offers advice on how to avoid the common issues which can occur when cleaning safety flooring and suggests preventative measures and other ways to minimize cleaning costs.

Altro invented the original slip resistant sheet vinyl over fifty years ago and today manufactures the widest range of safety flooring to suit many applications.

Altro safety flooring is a high quality vinyl sheet which contains grains of aluminum oxide throughout its thickness and silicon carbide in the surface layer. Some grades also contain colored quartz. It is this mixture of grains that gives safety flooring its characteristic appearance and provides slip resistance and durability.

Altro safety flooring works because the vinyl compresses under the weight of the foot, leaving the abrasive grains slightly exposed from the surface and able to grip the sole of the shoe, providing slip resistance. When shoe pressure is removed, the grains are level with the surface, making the flooring easy to clean when the correct techniques and equipment are used.

## THE IMPORTANCE OF CORRECT MAINTENANCE

There are three elements in floor safety:

- the surface of the floor,
- the nature of the shoe sole and
- the degree of cleanliness of the floor.

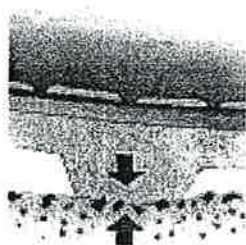
This is why careful and regular maintenance is so important. Although this may carry a cost implication in terms of labor, any additional costs are usually outweighed by the benefits, such as reduction of slip and fall accidents, durability, and reduction of impact noise and underfoot fatigue.

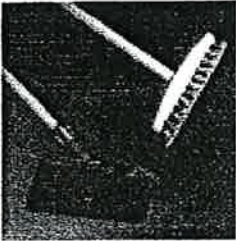
## PRINCIPLES OF SUCCESSFUL CLEANING

- Use the correct, properly maintained equipment.
- Use the correct cleaning agent at the correct concentration.
- Always use hot water to dilute the cleaning agent.
- Allow time for the cleaning agent to work on the floor.
- Use friction to loosen the dirt.
- Remove dirty water, rinse well with clean water and dry.

## CLEANING TIPS

- Friction must be used to loosen the dirt from the abrasive grains within the flooring. The use of a machine is recommended wherever possible but, when cleaning manually, use a deck scrubbing brush or nylon scrubbing pad rather than a mop.
- Cleaning agents should be used in the correct concentration for the degree of soiling. The solution should be left on the floor for a few minutes to work, particularly in greasy or heavily soiled areas.
- Flooring must be thoroughly rinsed in order to remove all the cleaning solution. A buildup of cleaning solution residue may cause a reduction in slip resistance and permanent discoloration.
- Irregular cleaning can allow problems to build up. For this reason, the importance of a regular program cannot be overstated. A typical routine could involve daily sweeping and damp mopping, complemented by scrub cleaning once or twice a week. Other areas may require scrub cleaning every day. The routine will differ according to the usage of the area.
- A mop can be used for daily maintenance and rinsing but always use a twin compartment bucket and wringer. This allows the mop to be rinsed in clean water and prevents redistribution of dirt.





## EQUIPMENT

Since labor accounts for a high proportion of cleaning costs, it makes sense to always use the best possible equipment. Although this may seem initially expensive it is more cost effective in the long run.

A selection of the following equipment should be used, according to the size and traffic conditions of the area to be cleaned:

- Scissor, swivel or flat headed mop
- Deck scrubbing brush or nylon scrubbing pad
- Twin compartment bucket, wringer and mops
- Standard speed, high torque machine fitted with medium synthetic pad, or medium nylon or polypropylene brushes
- Combined scrubber/dryer machine or auto scrubber machine
- Cylindrical, two brush rotating machine with wet recovery
- Wet vacuum

## CLEANING AGENTS

For unsealed safety flooring, a water-based, slightly alkaline cleaning agent is best such as Alto 44™ or equivalent cleaning agent with a pH of 12 to 13.

The cleaning agent should always be diluted in hot water, as an approximate 50°F (10°C) rise in temperature can almost double the chemical reaction speed. Normal dilution is 1:40 but for heavily soiled areas, Alto 44 can be diluted at 1:10. Always check with the cleaning agent manufacturer for correct dilution.

Some types of cleaning agents should not be used on vinyl, such as pine oil cleaning agents and quaternary cleaners which can cause the floor to stain or become brittle and shrink. Also, some cleaning agents used for their antiseptic properties in operating rooms, showers, jacuzzis, swimming pool decks and footbaths can have a lubricating effect, resulting in most flooring materials becoming more slippery when wet, even when used in concentrations below 3%. The use of products not recommended by Alto can void Alto Limited Product Warranties.

On the reverse of this guide, Alto lists suitable cleaning agents under *Recommended Maintenance Products*. If you use another brand of cleaning agent, please consult Alto to determine suitability.

## MINIMIZING COSTS

### *Set a Required Standard*

Maintenance methods should be varied to suit the particular installation, according to the standard of cleanliness required by the building manager. Heavily trafficked or highly visible areas will need to be cleaned more often than areas which are seldom used or where appearance is less important. Cleaning routines should always be tailored to match the demands and requirements of particular areas.

### *Preventative Measures*

- The initial clean
  - > This is essential. A poor initial cleaning will make routine maintenance more difficult.
- Protection from other trades during construction
  - > To avoid discoloration or staining of the floor by printing ink, oil or bitumen found in some coverings, Alto recommends a non-staining, temporary floor protection system such as a re-usable textured plastic sheeting.
- Walk-off mats
  - > 80% of the dust in a building is carried in on people's shoes. A suitable dirt excluder outside all entrances and a non-staining mat inside can protect the flooring. Asphalt has been known to stain or yellow vinyl.
  - > Mats should be regularly cleaned to maintain their effectiveness.
- Good housekeeping procedures:
  - > Prompt removal of all spillages before they can stain or be spread to other areas.
  - > Regular cleaning of equipment to avoid recycling dirt.
  - > Standard precautions with vinyl against cigarettes, oven-hot objects, some rubber fittings and other items known to stain or yellow vinyl.
- Repairs
  - > A regular repair and maintenance program should be adopted to identify areas of damage during the life of the floor. Areas to check regularly include welds, seals around abutments, drains and other areas showing damage.
  - > For complete repair instructions, please refer to Section 19 of *Alto High Performance Slip Resistant Sheet Vinyl Installation Guide* available from your Alto distributor or on-line at [www.altrofloors.com](http://www.altrofloors.com).

## ALTRO SLIP RESISTANT SHEET VINYL CLEANING PROCEDURES

Cleaning and maintenance practices will ultimately determine the general appearance and functional benefits offered by the entire range of Altro High Performance slip resistant sheet vinyl. The following procedures will help to keep Altro slip resistant sheet vinyl looking good and functioning correctly at a reasonable cost.

For further maintenance instructions, please contact your Altro distributor or visit [www.altrofloors.com](http://www.altrofloors.com).

### *To clean large areas by machine:*

1. Vacuum thoroughly to remove dust and debris.
2. Apply recommended alkaline cleaning agent in correct dilution and machine scrub with standard speed machine fitted with a medium synthetic pad or brush made from nylon or polypropylene. In greasy or heavily soiled areas, the solution should be left on the floor for a few minutes before scrubbing.
3. Wet vacuum residue. Alternatively, use scrubbing machine with wet recovery.
4. Altro recommends rinsing to remove all the cleaning solution residue.

### *To clean small areas by hand:*

1. Mop, sweep or vacuum thoroughly to remove all dust and debris.
2. Apply recommended alkaline cleaning agent in correct dilution and leave for several minutes to emulsify the surface soil. Do not let cleaning agents dry.
3. Scrub with deck scrubbing brush or a medium nylon scrubbing pad.
4. Wet vacuum or mop up residue using twin compartment bucket and wringer.
5. Rinse using clean mop and clean water or a neutralizing rinse.
6. Wet vacuum or mop and allow to dry.

Additional copies of this guide are available upon request. Please contact your Altro distributor or visit [www.altrofloors.com](http://www.altrofloors.com).

### *Stains & Marks*

The nature of unsealed safety flooring means that it may be prone to scuffing or marking.

Stubborn scuff marks should be spot cleaned using a machine fitted with a medium synthetic pad and strong alkaline detergent solution.

Alternatively, clean by hand using a non-abrasive scouring powder and rinse well.

Altro safety flooring has good resistance to chemicals and spillage. However, in some cases, long term contact with certain chemicals such as asphalt type products or antioxidants in certain types of rubber used in mats, cart wheels and tires, can cause permanent staining problems to Altro safety flooring and other vinyl floorings. Altro safety flooring should be protected from excessive spillages of keytones or other solvents harmful to vinyl.

### *Sealing*

In areas where maximum slip resistance is not essential, maintenance costs can be reduced by treating safety floors with an acrylic floor finish or equivalent. **Never use a floor finish or sealer in critical areas such as kitchens, wet areas or showers.**

Varying coats of floor finish can be applied according to the finish required and the proposed method of maintenance. For example, apply two coats of acrylic floor finish and spray buff with a maintainer chemical using a high speed machine fitted with fine buffing pads. This will give a sheen to the floor and make it easier to maintain. Although this reduces slip resistance by around 30%, the floor will still be more slip resistant than smooth vinyl.

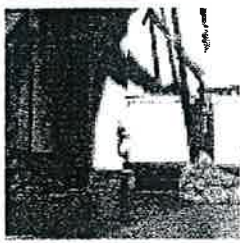
Once sealed, the floor can be maintained using a neutral cleaning agent/maintainer which contains a wax and so should never be used on unsealed safety flooring.

**The floor will then require periodic stripping and resealing, as do other sealed floors such as rubber, linoleum or smooth vinyl.**

# ALTRO

HIGH PERFORMANCE FLOORING

AND WALLING





## SPECIAL GRADES

Certain grades of Altro safety flooring require the use of different techniques or cleaning agents:

### *Altro Stronghold™ 30*

Alkaline cleaning agents can sometimes leave a white bloom on the textured surface of Altro Stronghold 30. To avoid this, use a neutralizing (i.e. slightly acidic) rinse or clean water containing one teaspoon of vinegar to 1.5 gallons (5 liters) of water.

### *Altro Walkway™ 20SD*

Excessive cleaning or use of floor finishes and sealers can adversely affect the electrical properties of the floor. Also, some cleaning agents can leave a film and are unsuitable for use with

static dissipative floors – check with the manufacturer of the cleaning agent before use.

### *Altro Marine™ 20*

Do not use pads when machine scrubbing Altro Marine 20 - use nylon or polypropylene brushes instead to ensure the textured surface is thoroughly cleaned.

In showers, swimming pools or whirlpools where the temperature and humidity are high, a sandwich effect of hard lime deposits and dirt can be created as the surface water dries and begins to build up. If this happens, it is useful to apply an acid-based cleaning agent in correct dilution on a monthly basis.



## RECOMMENDED MAINTENANCE PRODUCTS

Some types of cleaning agents should not be used on vinyl, such as pine oil cleaning agents and quaternary cleaners which can cause the floor to stain or become brittle and shrink. Also, some cleaning agents used for their antiseptic properties in operating rooms, showers, jacuzzis, swimming pool decks and footbaths can have a lubricating effect, resulting in most flooring materials becoming more slippery when wet, even when used in concentrations below 3%. The use of products not recommended by Altro can void Altro Limited Product Warranties.

### CLEANING AGENTS

Altro 44 Cleaner	Compass Concepts Inc.	USA 800-356-7464
Johnsons Break-Up	JohnsonDiversey	USA 800-558-2332
Taski Profi	JohnsonDiversey	USA 800-862-3600
Center Cut	The Butcher Company	USA 800-225-9475
Super Grease Buster	Hillyard Inc.	USA 800-365-1555
Impact Detergent Degreaser	Wood Wyant Inc.	CAN 800-361-7691
Blue Thunder	Wood Wyant Inc.	CAN 800-361-7691
Oasis 115XP	Ecolab Inc.	USA & CAN 800-352-5326

### BRUSHES

Flo-Pac Brushes	Pacific	USA 800-421-0134
	Pacific	USA 800-345-1798
	Mid-West	USA 800-328-7575
	South	USA 800-241-0005
Flo-Pac Swivel Scrub 5310	Wood Wyant Inc.	CAN 800-361-7691

### ACRYLIC FLOOR FINISHES

Taski Wiwax	Compass Concepts Inc.	USA 800-356-7464
Taski Wiwax	JohnsonDiversey	USA 800-862-3600
Taski Wiwax	Wood Wyant Inc.	CAN 800-361-7691
Johnsons Complete	JohnsonDiversey	USA 800-558-2332
Mainstay	The Butcher Company	USA 800-225-9475
Super Shine All	Hillyard Inc.	USA 800-365-1555

### MACHINES & EQUIPMENT

Nilfisk Advance Co.		USA 800-989-2235
		CAN 800-668-8400
Alto Inc.		USA 800-253-0367
Alto Canada		CAN 416-675-5830
Taski	JohnsonDiversey	USA 800-862-3600
Taski	Wood Wyant Inc.	CAN 800-361-7691
Roto Wash	R. E. Whittaker Company	USA & CAN 800-422-7686

*Altro is the world leader in safety flooring. We created the original slip resistant sheet vinyl flooring over fifty years ago and have set the standards for underfoot safety and hygiene ever since.*

*Altro safety flooring is backed by the resources of The Altro Group plc, an international building products and flooring manufacturer created in 1919. The Group is headquartered in the UK and has subsidiary companies in the United States, Canada, Germany, Sweden and Australia. Today, Altro products are distributed in more than 50 countries.*



Altro and **ALTRO** are registered in the United States Patent and Trade Mark Office, and the Canadian Register of Trade Marks.

, Altro Stronghold 30, Altro Walkway 20SD, Altro Marine 20 and Altro 44 are all trademarks of Altro Limited.

# ALTRO

HIGH PERFORMANCE FLOORING

visit [www.altrofloors.com](http://www.altrofloors.com)

Western Regional Office: 467 Forbes Boulevard, S. San Francisco, CA 94080 USA Tel: 800.941.1696 Fax: 650.941.2961  
 Eastern Regional Office: 224 Nazareth Pike, Bethlehem, PA 18020 USA Tel: 800.377.5597 Fax: 610.746.4325  
 Canadian Office: 6390 Kestrel Road, Mississauga, ON L5T 1Z3 Canada Tel: 800.565.4658 Fax: 905.564.0750

## 20. Maintenance & Protection

The initial clean of Altro High Performance floor covering is essential. A poor initial clean will make routine maintenance more difficult.

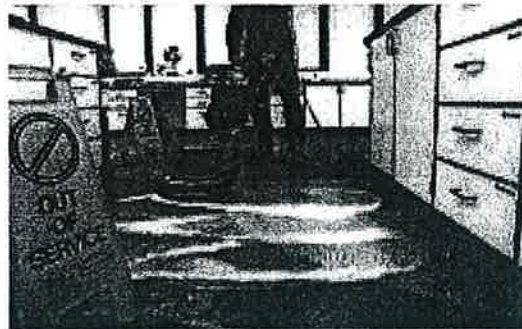
Cleaning and maintenance practices will ultimately determine the general appearance and functional benefits offered by the entire range of Altro floor covering. The following procedures will help to keep Altro floor covering looking good and functioning correctly at a reasonable cost.

Refer to the Altro Cleaning & Maintenance Guide available online at [www.altrofloors.com](http://www.altrofloors.com) or by contacting your Altro distributor.

### 20.1 Altro Floor Covering

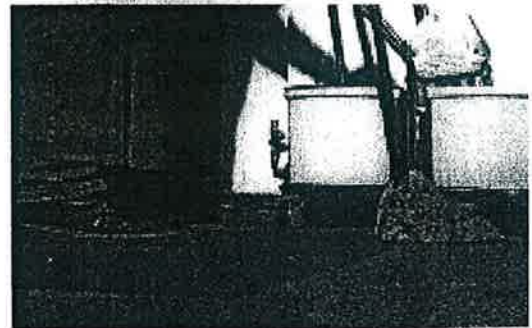
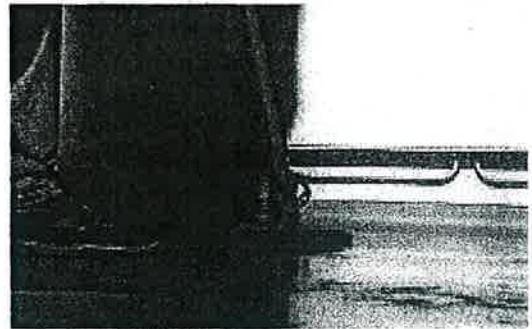
*To clean large areas by machine:*

1. Vacuum thoroughly to remove dust and debris.
2. Apply recommended alkaline cleaning agent in correct dilution and machine scrub with standard speed machine fitted with a medium synthetic pad or brush made from nylon or polypropylene. In greasy or heavily soiled areas, the solution should be left on the floor for a few minutes before scrubbing.
3. Wet vacuum residue. Alternatively, use scrubbing machine with wet recovery.
4. Altro recommends rinsing to remove all the cleaning solution residue.



*To clean small areas by hand:*

1. Mop, sweep or vacuum thoroughly to remove all dust and debris.
2. Apply recommended alkaline cleaning agent in correct dilution and leave for several minutes to emulsify the surface soil. Do not let cleaning agents dry.
3. Scrub with deck scrubbing brush or a medium nylon scrubbing pad.
4. Wet vacuum or mop up residue using twin compartment bucket and wringer.
5. Rinse using clean mop and clean water or a neutralizing rinse.
6. Wet vacuum or mop and allow to dry.



## 20. Maintenance & Protection

### *Stains & Marks*

The nature of unsealed safety flooring means that it may be prone to scuffing or marking. However, the flooring is very tough and can easily withstand the most abrasive pads.

Stubborn scuff marks should be spot cleaned using a machine fitted with a medium synthetic pad and strong alkaline detergent solution.

Alternatively, clean by hand using a non-abrasive scouring powder and rinse well.

Altro floor covering has good resistance to chemicals and spillage. However in some cases, long term contact with certain chemicals such as asphalt-type products or anti-oxidants in certain types of rubber used in mats, cart wheels and tires, can cause permanent staining problems to Altro floor covering and other vinyl floorings. Altro floor covering should be protected from excessive spillages of ketones or other solvents harmful to vinyl.

### 20.2 Special Grades

Certain grades of Altro safety flooring do require the use of different techniques or cleaning agents:

#### *Altro Marine 20*

Do not use pads when machine scrubbing Altro Marine 20 - use nylon or polypropylene brushes instead to ensure the textured surface is thoroughly cleaned.

In showers, swimming pools or whirlpools where the temperature and humidity are high, a sandwich effect of hard lime deposits and dirt can be created as the surface water dries and residue begins to build up. If this happens, it is useful to apply an acid-based cleaning agent in correct dilution on a monthly basis.

#### *Altro Stronghold 30*

Alkaline cleaning agents can sometimes leave a white bloom on the textured surface of Altro Stronghold 30. To avoid this, use a neutralizing (i.e. slightly acidic) rinse or even clean water containing one teaspoon of vinegar to 1.5 gallons (5 liters) of water.



#### *Altro Walkway 20SD*

Excessive cleaning or the use of floor finishes and sealers can adversely affect the electrical properties of the floor. Also, some cleaning agents can leave a film and are unsuitable for use with static dissipative floors – check with the manufacturer of the cleaning agent before use.

### 20.3 Sealing Altro Floor Covering

In areas where maximum slip resistance is not essential, maintenance costs can be reduced by treating safety floors with an acrylic floor finish or equivalent. However, never use a floor finish or sealer in critical areas such as kitchens, wet areas or showers.

Varying coats of floor finish can be applied according to the finish required and the proposed method of maintenance. For example, apply two coats of acrylic floor finish and spray buff with a maintainer chemical using a high speed machine fitted with fine buffing pads. This will give a sheen to the floor and make it easier to maintain.

## **Appendix 3**

### **Tuflex Rubber Flooring Manufacturer's Specifications and Product Recommendations for Maintenance and Cleaning**



**1-800-543-0390****Specifications**

[Products](#) | [Recommended Applications](#) | [Product Highlights](#)  
[Specifications](#) | [Corporate Profile](#) | [Home Page](#)

**PRODUCT**  
**Specifications**[New Installations](#)[Old Installations](#)[Regular Daily  
Maintenance](#)[Cleaners &  
Accessories](#)[Contact Tuflex](#)[Home Page](#)**Easy Maintenance for Old Installations****Cleaning**

1. If flooring has heavy soiling or grease and dirt build-up, floor needs to be stripped. Use TS-3 Stripper, diluted with an equal amount of warm water.
2. For moderate or average build-up, dilute one part of Stripper with five parts of water.
3. Apply the Stripper liberally with sponge mop, or the Roto Wash with the standard scrub brush.
4. Allow solution to stand 5 to 10 minutes to loosen the old finish.
5. Pick up the dissolved finish/soil with sponge mop, the Roto Wash or with wet vacuum.
6. After floor is thoroughly cleaned, rinse with clean water using either the Roto Wash machine (on clean water setting), or a sponge mop.
7. Allow floor to dry completely before applying the Finish.

**Finishing**

Apply the TF-2 Finish. Follow prior procedures for the desired matte, semi-gloss, or glossy finish.

**Regular Daily Maintenance**

1. Regular daily maintenance with a dust mop, broom or dry vacuum is recommended for the flooring, especially in high traffic areas. This prevents soil and dirt from accumulating on the surface.
2. For daily or periodic cleaning of grease spots and heavy soiling of flooring: dilute one part of TC-1 Cleaner to five parts of warm water. Apply diluted TC-1 solution with an auto-scrubber, such as the Roto Wash machine, or sponge mop.

Allow the TC-1 to work 5 to 10 minutes on the flooring surface. Remove all soil and grease lifted by the Cleaner using the Roto

Wash with scrubber brushes, or with a clean damp sponge mop.  
Allow to dry before subjecting to traffic.

With regular daily maintenance, you can enhance and prolong  
the beautiful appearance of the Tuflex flooring.



Regular Daily Maintenance

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## Regular Daily Maintenance

### Regular Daily Maintenance

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Allow the TC-1 to work 5 to 10 minutes on the flooring surface. Remove all soil and grease lifted by the Cleaner using the Roto Wash with scrubber brushes, or with a clean damp sponge mop. Allow to dry before subjecting to traffic.

With regular daily maintenance, you can enhance and prolong the beautiful appearance of the Tuflex flooring.

[Cleaners & Accessories](#)

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**1-800-543-0390**

## Specifications

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### PRODUCT Specifications

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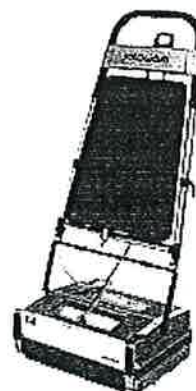
[Home Page](#)

### Experience Success with Roto Wash®

Roto Wash is a unique, one-step, floor care system specifically designed for effortless maintenance and extended life of your floor.

Roto Wash is recommended by Tuflex Rubber Products, the makers of Tuflex brand resilient rubber flooring, for cleaning, finishing and maintenance of all Tuflex floors.

The Roto Wash system has accessory brushes available for all floor care needs from stripping and scrubbing to finish application, buffing and routine maintenance.



No more mops and buckets! Roto Wash is truly a one-step floor care system. Deep cleaning is the result of two penetrating brushes that deposit cleaning solution, scrub and extract grease and dirt, and then store the waste solution inside the machine – in a single motion.

Traditional disk-type brush methods re-introduce contaminants and odor into the atmosphere through machine exhaust. With the Roto Wash system, the high speed, counter-rotating brushes create 10 times greater pressure on the cleaning surface and allow the Roto Wash to glide manageably over any surface as it reclaims contaminants from the floor.

85% less cleaning solution is required in a Roto Wash Machine—resulting in a quicker drying time and faster turn around than conventional cleaning systems. Just fill the solution container with water, a cleaning mix or water combined with a disinfectant—pull the handle back, steer, and Roto Wash completes the job for you!

With the Roto Wash system, Tuflex brand maintenance products, and our recommended Tuflex maintenance program, you can easily clean, maintain and preserve the beauty and life of your Tuflex floors for years to come.

### Technical Specifications

Specifications	R5	R4	R3
----------------	----	----	----

Motor	800 Watts	800 Watts	770 Watts
Brush Speed	640 rpm	780 rpm	780 rpm
Brush Width	20 in.	15 in.	11 in.
Clean Water Capacity	3.75 gals	3.5 gals.	2.5 gal
Weight	69 lbs	63 lbs	53 lbs
Length	13 in.	13 in	13 in
Width	25 in	20 in	16 in
Height (w/o handle)	8 in	8 in	8 in
Cleaning Capacity	8000 sq ft/hr	4000 sq ft/hr	3240 sq ft/hr

### General Specifications

All Roto Wash machines are driven with a series of nylon gears. All motors are 110 volt-60 cycle. Each motor is protected by a 10 amp circuit breaker. Power cords are 16-3 gauge and 50 feet long. All Roto Wash bodies are die cast aluminum with plastic solution bags. All models are equipped with the Standard Brush (STD) - For stripping and scrubbing.

We recommend using Tuflex TC-1 Cleaner, TF-2 Finish and TS-3 Stripper in conjunction with the Roto Wash system.



Product	SQ Ft Covered	Quantity	Weight
Tuflex TC-1 Cleaner	2,000	1 gallon	10 lbs.
Tuflex TC-1 Cleaner	10,000	5 gallon	46 lbs.
Tuflex TF-2 Finish	1,500	1 gallon	10 lbs.
Tuflex TF-2 Finish	7,500	5 gallon	45 lbs.
Tuflex TS-3 Stripper	1,000	1 gallon	10 lbs.
Tuflex TS-3 Stripper	5,000	5 gallon	50 lbs.

To order your Roto Wash Machine and Tuflex products call your local Tuflex representative or Customer Service at Tuflex Rubber Products 1-800-543-0390.



[Back to Specifications](#)

**JANITORIAL PROPOSAL**  
**Department of Ports & Harbors, Including Airport**

**BIDDER INFORMATION:**

Business Name \_\_\_\_\_

Names of all Business Owners \_\_\_\_\_

Address \_\_\_\_\_ City, ST, Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**BID:**

Bidder will perform the janitorial services as outlined in the Request for Proposal and Scope of Work for the sum of \$\_\_\_\_\_ per month.

**PLEASE RESPOND TO THE FOLLOWING:**

1. Did you participate in a “walk through” of the facility? ☐ Yes ☐ No
2. Are you fully prepared to successfully complete all janitorial requirements detailed in the Scope of Work? ☐ Yes ☐ No
3. Are you prepared to obtain the required insurance coverage if you are the successful bidder? ☐ Yes ☐ No
4. When did you start your current janitorial business? \_\_\_\_\_
5. Have you been continuously engaged in janitorial business since that time? ☐ Yes ☐ No
6. How long have you worked in the janitorial business overall and in what capacity?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Have you provided janitorial services for the City of Unalaska in the past? ☐ Yes ☐ No  
If yes, which Department/Facility and when? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Are you and your business current on Sales Tax, Real Property Taxes and Personal Property Taxes with the City of Unalaska? ☐ Yes ☐ No

9. Please provide up to three references from your janitorial customers who can verify your qualifications to provide janitorial services:

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Name	Telephone number
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Name	Telephone number
------	------------------

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Name	Telephone number
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10. Attach one or more written reference letters, signed and dated, regarding your ability to provide contractual janitorial services.

11. Attach copies of your business licenses issued both by the State of Alaska and the City of Unalaska.

---

Signature of Bidder

---

Date

---

Printed Name