**CLEANING SCOPE –Police Fire station**

**Rough clean**

1. Remove all debris.
2. Remove all adhesive and stickers from the interior glazing.
3. Ensure that all surfaces are free from residue.
4. Light scraping to remove any paint, drywall, and caulk.
5. Clean the interior window and door frames, removing dirt and debris.
6. Clean the showers and doors in restrooms.
7. Sweep all floors, including the epoxy bay area floors.

**Final clean**

1. Clean the interior and exterior of all cabinets.
2. Clean all surfaces including countertops, shelving, sills, and poles.
3. Clean the bathtubs and showers
4. Vacuum all carpeted areas.
5. Sweep and wash all hard surface flooring, including epoxy light scrubbing in bay area.
6. Clean all mirrors glass, and bay door windows.
7. Clean all electrical plates.
8. Clean all sinks, faucets, and shower fixtures.
9. Clean an all interior and exterior light fixtures.
10. Clean all railings.
11. Remove all stickers and labels from fixtures, windows, and appliances.
12. High dusting of HVAC ducts, light fixtures, vents, walls.
13. Wiping down all doors, frames, and door hardware, including the tops of doors.

**Fluff/puff clean**

1. Dust all surfaces, including walls, baseboards, and any exposed fixtures or piping.
2. Polish countertops and sinks, leaving them sparkling.
3. Clean all flooring.