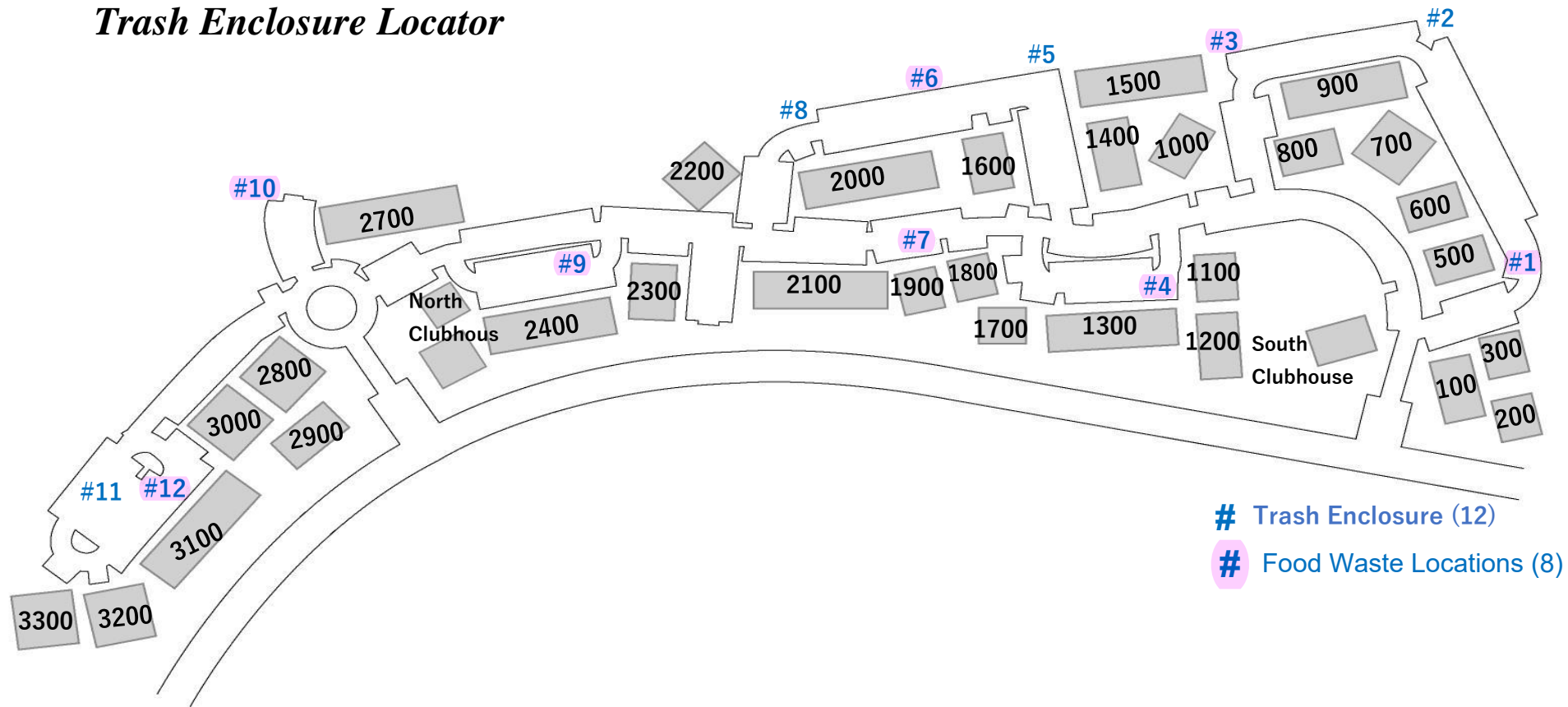


The Summit of Rancho Bernardo

17161 Alva Road

Trash Enclosure Locator





JANITORIAL SERVICE OUTLINE

(Exhibit I)

- 360 Units, spread over 33 buildings (map attached, buildings 400 and 2600 are the clubhouses)
- Two Clubhouses
- Two pool areas
- Two tennis courts
- Two BBQ areas
- One gym
- 12 trash enclosures

JANITORIAL SERVICE

The current janitorial provider is onsite 12 hours per week (3 days, 4 hours each visit). Please provide your recommended schedule.

Examples of some of the janitorial duties:

Pool and Spa Areas

- Remove trash and debris from area
- Empty, sanitize and reline trash receptacles and ash urns
- Sweep and hose spills and dirt on decks and immediate walkways
- Arrange pool furniture in orderly manner, large lounge chairs, regular size chairs, large tables, small tables, ash urns
- Wipe pool furniture with a damp cloth once a week (not responsible for removal of stains or oils)
- Clean pool furniture with soap and water once a month
- Clean and sanitize shower
- Clean and sanitize drinking fountain

Restrooms at Pool and Clubhouse

- Fill soap, paper towel and toilet paper dispensers
- Sweep and mop floors
- Empty, sanitize, and reline trash receptacles
- Clean and sanitize toilet, urinal, and sink
- Damp wipe partitions
- Shine mirror and chrome
- Clean lights (as needed)
- Spot clean walls and doors

12 Dumpster Enclosures

- Sweep, and pick up trash and debris at dumpster enclosure two times per week
- Hose down enclosure one time per month

Fitness Room

- Dust/wipe down equipment
- Clean mirrors and rails
- Pick up trash and debris
- Vacuum carpeted surfaces; spot clean carpet, as needed



JANITORIAL SERVICE OUTLINE

(Page 2)

Fitness Room

- Dust/wipe down equipment
- Clean mirrors and rails
- Pick up trash and debris
- Vacuum carpeted surfaces; spot clean carpet, as needed
- Spot clean windows inside and out
- Clean and sanitize drinking fountains

Barbeque Area

- Clean and degrease barbecue grill
- Clean/dispose of briquettes (if applicable), trash, etc.
- Clean and sanitize surface with neutral cleanser
- Empty and relive trash receptacles

Mail Kiosk area/trash cans

Miscellaneous

DS
J