



**COMMERCIAL CLEANING SERVICES**  
TOTAL BUILDING SERVICE COMPANY

**October 07, 2019**

Proposal# 2019066

Quotation

Client:

Steeple Glenn Condominium Association  
19 Grand National Ln  
Newark, DE 19702

Contact:

Dino Peronti

Service Frequency:

Monthly Services

Services Requested:

Janitorial Services & Club House Cleaning

1. Condo- Common Area Cleaning – (Elevator, Staircases, and Hallways)
  - Dust lights by tenants doors corners to remove cobwebs
  - Dust and wipe clean handrails as needed
  - Sweep/ blow off steps, landings and tenant entrances to remove debris and leaves
  - Sweep hallways in all 3 levels
  
2. Club House:
  - High dust corners light fixtures, returns & vents
  - Clean and disinfect toilets and dispensers.
  - Clean mirrors, wipe clean and disinfect switch plates and door handles
  - Refill consumables dispensers including sanitary napkins
  - Empty waste receptacles and replace liners
  - Vacuum all carpeting
  - Sweep and mop hard flooring throughout

Cleaning Supplies & Equipment:

Contractor will supply all cleaning supplies and necessary equipment. Client will supply paper products, hand soap, trash bags, unless agreed otherwise. Contractor can supply consumables and send invoice to client.



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Description	Frequency	Per Cleaning Cost
1. Club House	1x a month	\$65.00
2. Condo- Common Areas	1x a month	\$100.00 *We invoice monthly

Approval: *Dina DeMan*

Date: *11/06/2019*

Title: *VP/Secretary SGCA*