

## **Cleaning Specifications for Tandus (SAMPLE)**

- 1) The purpose of this specification is to give direction to all bidders of the expectations of \_\_\_\_\_ concerning on-location cleaning of all Tandus products, which have been designed for use in the Education, Healthcare, Government, Corporate or Retail settings.
- 2) The specifications shall provide minimum cleaning requirements.
- 3) The specifications shall be changed only by specific recommendations by the Tandus Technologies Department of Tandus.
- 4) The successful bidder shall:
  - a) Follow any/ all acceptable established cleaning procedures as determined by industry (IICRC & CRI) standards.
  - b) Carry sufficient insurance, including Workman's Compensation Insurance, as required by \_\_\_\_\_.
  - c) Provide proof of formal training or certification for each employee involved with Carpet Cleaning.
  - d) Provide proof of continuing education for same employees.
  - e) Conduct business in an honest and ethical manner.
  - f) Resolve all disputes to the satisfaction of all parties involved.
  - g) Provide three (3) appropriate business references to \_\_\_\_\_ for consideration.
  - h) Provide proof of ability to perform tasks as assigned, i.e. adequate equipment, adequate number of employees, constant supervision available, etc.
  - i) Provide appropriate technical data sheets and Material Safety Data Sheets for any cleaning products that may be on-location at any time.
  - j) All employees shall have proper identification, proof of citizenship, and shall maintain professional appearance and behavior at all times. A criminal background check must be performed on any employees. \_\_\_\_\_ must be advised of any known criminal activity recorded within the past seven years, except for traffic and parking violations.
  - k) Provide a completed Performance Guaranty, stating that charges will not be made due to lack of response or incomplete tasks as assigned. If the service provider does not perform the assigned tasks in the allotted time, the service provider is wholly responsible for all applicable charges and fees to have the tasks completed.
  - l) Perform all related services in accordance to Tandus recommendations.
  - m) Be responsible for all pre-assessments, field measurements and post-treatment assessments.
  - n) Be responsible for scheduling proper HVAC operation with the Energy Manager or Facility Engineer. The units shall be running during the cleaning process, and remain 'on' for a minimum of twenty-four (24) hours after the completion of the cleaning process.  
NOTE: This step is not necessary to be done if the HOST<sup>®</sup> Dry Extraction Carpet Cleaning System is to be the specified maintenance and cleaning system. (see '6-f' below)
  - o) Provide a cleaning schedule, and a color-coded floor plan outlining the task frequency.

- p) Perform all work in accordance with the requirements of \_\_\_\_\_.
  - q) Provide signed 'completion certificates' upon completion of assigned tasks.
  - r) Guaranty workmanship for all cleaning procedures, providing immediate remedies to any improper/ inadequate service at no additional cost to \_\_\_\_\_.
- 5) Prior to cleaning:
- a) Perform an adequate, written pre-assessment with a thorough site inspection.
  - b) Written notification shall be made identifying any pre-existing conditions or problems for which the successful bidder may be liable.
- 6) Tandus Cleaning Requirements:
- a) Pile lift, using a mechanical pile lifter, and vacuum to dislodge and extract as much dry soil possible prior to cleaning utilizing Tandus Approved Equipment. (see 'f' below)
  - b) All visible spots shall be pre-treated in a manner suited for best spot removal results. Removal of gum and other attached contaminants shall be included in the cost of the bid.
  - c) The service provider shall wet pile lift following the application of an approved cleaning solution pre-spray, with an approved twin-counter rotating brush machine, except on cut pile or woven styles (see 'f' below).
  - d) Allow a minimum dwell time of 8-12 minutes prior to any wet extraction process, except for cut pile or woven styles (see 'f' below).
  - e) The accepted cleaning methods must include hot water extraction, performed a minimum of once annually or after every 4 treatments of an approved encapsulation maintenance system, unless written approval is obtained from Tandus. NOTE: Water extraction is used to "Rinse" the pre-spray and dirt from the carpet. NO cleaning solution shall be added to the extraction water. (exception- see 'f' below).
  - f) NOTE: Tandus recommends the utilization of:
    - i. The HOST Dry Extraction Carpet Cleaning System for use on all Tandus products for daily/interim maintenance, spotting and restoration/corrective cleaning
    - ii. The HOST extractorVAC<sup>®</sup> equipment will meet the pile lifting/vacuuming requirement stated in "a" for dry soil removal with all cleaning methods.
    - iii. The HOST System is recommended for maintaining and restoration cleaning of all cut pile or woven styles utilizing their White/Tan or Gold bristle brushes along with the HOST extractorSPONGES<sup>®</sup>
    - iv. Windsor Industries iCapsol/ Red Carpet<sup>®</sup> System for the maintenance of all Tandus products.
  - g) Complete drying must occur within 8 hours. The successful bidder shall provide all necessary air movers and/or dehumidifiers to facilitate this requirement.
  - h) All recovered solutions and contaminants must be disposed of in a manner consistent with federal, state and local guidelines.
  - i) All solutions must be pre-determined to be safe for use in the facility being cleaned, face fiber, backing material, floor covering adhesive, soil and stain resistant treatments, building occupants and cleaning technicians.
  - j) Cleaning solutions must be rated as having a neutral or negative re-soiling potential; must not dry oily or sticky; must not contain optical brighteners; must not contain chlorine based bleaching agents; must have a pH between 4 and 9; must be able to be rinsed thoroughly with Approved Equipment or crystallize and must be environmentally

- friendly, containing no known hazardous components, as well as be able to be removed with Tandus Approved Vacuum Equipment;
- k) The removal and replacement of furnishings, including the care and control of them, is the responsibility of the successful bidder. The successful bidder acknowledges that they assume all liability for damages, unless a waiver of liability is part of the agreement between the service provider and \_\_\_\_\_.
  - l) The replacement of any moved furnishings shall not occur until the cleaned area is completely dry, or acceptable protective blocks and tabs are utilized.
  - m) It is the responsibility of the successful bidder to obtain any/all necessary permits, licenses, or approvals prior to acceptance of proposal.
  - n) In areas under construction, Post Construction Cleaning shall occur under the auspices and in cooperation with the building contractor(s) or other designees, prior to issuance of 'Certificate of Occupancy'. Any/ all additional charges shall be submitted in writing to \_\_\_\_\_.
  - o) \_\_\_\_\_ reserves the right to reject any and all bids.
  - p) This agreement is to be considered legal document, conforming to all local, state, and federal ordinances, and laws.
- 7) Miscellaneous:
- a) This contract may be renewed on an annual basis upon mutual agreement between the service provider and \_\_\_\_\_.
  - b) The successful bidder may be requested to clean other interior and exterior finishes or fixtures, upon receipt of proof of professional training or certification of proficiency in the respective areas.
  - c) Either party may cancel this agreement, with a 30 day written notice, sent by Certified Mail, with or without cause.

Tandus will continue to investigate, evaluate and monitor any technology advancements or new product introductions, and will be including those systems as determined to be approved in as timely a manner as is possible.

Please feel free to contact the Tandus at the following address, of your choice, for further verification or corroboration:

1. [carpetcare@tandus.com](mailto:carpetcare@tandus.com) or [jgarger@tandus.com](mailto:jgarger@tandus.com)
2. 800-241-4902 ext 2120 (office)
3. 706-259-2136 (fax)