

# WVARFJAN09

Statewide Contract Covering Janitorial Services to Various State Agencies and all Political Subdivisions Within West Virginia

August 1, 2009 to August 2, 2010



**WVARF provides all the services necessary to make an agency's public buildings clean and comfortable. WVARF currently services over 160 buildings owned or operated by the State, in addition to the Interstate Rest Areas.**

## **Developing a Statement of Work**

Work is performed from an agreed upon statement of work at the days and times that the customer needs service. In order to develop an appropriate project cost, the agency must complete an initial statement of work:

- Number of days of service
- Square footage of space to be cleaned
  - Square footage of carpet, resilient or ceramic flooring
- Number of trash cans
- Number of external and internal doors
- Number of water fountains
- Number of bathrooms
- Number of stairwells
- Number of walkout mats
- Number of windows

Contact a WVARF janitorial representative to assist you in completing a final statement of work and project cost estimate