

Choptank Community Health System, Inc.
Request for Proposals
Housekeeping / Janitorial Services

1) Description of the Project:

Choptank Community Health System, Inc. hereafter called CCHS, is requesting proposals (RFP) from qualified firms (Contractors) for the cleaning and general sanitary maintenance of the healthcare facilities and administrative building that it operates in Caroline, Dorchester, Kent and Talbot counties. The addresses and approximate square footage of the facilities are listed below. Refer to Exhibit A for details.

- a) CCHS Administration Building, 301 Randolph Street, Denton, MD 21629
 - Approximately 12,200 sf.
 - Hours of Operation 7 AM – 7 PM
- b) Bay Hundred Health Center, 933 Talbot Street, St. Michaels, MD 21663
 - Approximately 5,800 sf.
 - Hours of Operation 7 AM – 7 PM
- c) Chestertown Medical Center, 126 Philosopher’s Terrace, Chestertown, MD 21620
 - Current: Approximately 3,300 sf.
 - Phase One construction will increase facility to approximately 5,100 sf. Scheduled completion is January-February 2024.
 - Phase Two construction will increase facility to approximately 8,400 SF. Scheduled completion is June 2024.
 - Hours of Operation 7 AM – 7 PM
- d) Denton Health Center, 808 S. Fifth Avenue, Denton, MD 21629
 - Approximately 18,000 sf.
 - Hours of Operation 7 AM – 7 PM
- e) Easton Health Center, 522 Cynwood Drive, Suite 100, Easton, MD 21601
 - Approximately 7,000 sf.
 - Hours of Operation 7 AM – 7 PM
- f) Fassett Magee Health Center, 503A Muir Street, Cambridge, MD 21613
 - Approximately 9,800 sf.
 - Hours of Operation 7 AM – 7 PM
- g) Federalsburg Health Center, 215 Bloomingdale Ave., Federalsburg, MD 21632
 - Approximately 7,400 sf. This building will be closed when the new facility opens.
 - New Medical Office Building (320 Hargraves Drive, Federalsburg, MD 21632) – scheduled completion is mid-to-late 2024. The new facility will be approximately 21,000 sf.
 - Hours of Operation 7 AM – 7 PM
- h) Goldsboro Health Center, 316 Railroad Ave., Goldsboro, MD 21636
 - Approximately 9,800 sf.
 - Hours of Operation 7 AM – 7 PM

The successful Contractor must provide the minimum Healthcare Janitorial Services outlined in Exhibit B, attached. Normal cleaning operations at any CCHS facility should be scheduled between 6:00 PM and 6:00 AM Monday-Friday.

General Cleaning & Disinfection services and Floor Maintenance services (Carpet Steam Cleaning & Stripping/Waxing) will be contracted separately. More detail is included in Section 17 – Fee Structure.

2) Exhibits enclosed:

- a) Exhibit A Building Information – General
- b) Exhibit B Cleaning and Disinfections Tasks / Specifications
- c) Exhibit C Staffing Plan worksheet
- d) Exhibit D Contractor - Proposed Cleaning and Disinfecting Product supply list.
- e) Exhibit E Spreadsheet – Flooring Type List with Type and Square Footage
- f) Exhibit F Facility Schematics – Diagrams of all facilities with Floor Type, and Square Footage.

3) Qualifications Required:

- a) The Contractor must provide qualifications as to their ability to provide healthcare janitorial services to CCHS. Qualifications include, but are not limited to, previous experience, current cleaning contracts; length of time the Contractor has been providing healthcare janitorial services, length of time employees have been employed by the Contractor, and any special qualifications employees may have.
- b) The Contractor must have a minimum of two years' experience in professional healthcare janitorial and housekeeping type services. The contractor will provide a list of relevant projects, including client contact names, titles, and phone numbers. A minimum of three (3) are required.

4) Security:

- a) Upon award of the contract, the successful Contractor will provide CCHS with a list of staff names and who will be issued Access Control system cards. The Contractor must sign for these cards and update CCHS immediately of staff changes. Contractor is required to maintain an accurate inventory and notify CCHS immediately if custodial staff fails to return access card upon termination of employment either voluntary or involuntary. Contractor will be charged for replacement cards and any additional charges incurred. The Contractor must return all issued property access cards at the termination of the contract.
- b) The Contractor will upon request, provide a copy of the employee's driver's license or work permit for any employee performing any work within a CCHS facility.
- c) All Contractor Personnel will have a criminal background check and pre-employment drug screening with results satisfactory to CCHS. The Contractor shall employ bondable employees who are of stable emotional character.

5) Confidentiality:

The successful Contractor and all employees who will work in any CCHS facility will be required to sign and abide by a CCHS supplied confidentiality agreement as a condition to its contract. A signed confidentiality agreement will be submitted to CCHS prior to any new staff starting to work in a CCHS facility. Annually (in the month of January) updated confidentiality agreements will be submitted to CCHS that have been updated and signed.

6) Staffing Requirements:

- a) The prospective Contractor will complete and submit Exhibit C (Staffing Plan) proposing a plan for accomplishing the minimum services required in Exhibit B (Cleaning Tasks / Specifications). Exhibit C should include the number of personnel and the manhours expected to be expended for each service. The Contractor's response will also detail how staffing will be accomplished in the event a staff member is unable to report to work.
- b) While COVID requirements have been relaxed in many environments, Contractor employees will be required to be masked and/or vaccinated while working in our facilities in the event COVID cases increase in our areas of operation. **When responding to this RFP bidders must acknowledge this requirement.**

7) Training:

The successful Contractor must document that all employees have been fully trained and are skilled in safe and proper housekeeping techniques. Contractor shall submit a statement with the RFP response outlining their training program and method of verifying annual employee competency. Emphasis should be placed on handling Hazardous Materials (cleaning materials), OSHA Guidelines related to Safety Data Sheets (SDS), Caution Signs, HIPPA compliance, and Blood Borne Pathogens.

8) Contractor Provided PPE

- a) The contractor will provide appropriate PPE (gloves and masks) for each staff person working in any CCHS facility.
- b) Contracted staff are required to use the contractor provided PPE at all times while working in any CCHS facility.

9) Contractor / Employee Health Program

The prospective Contractor will provide CCHS a copy of their Employee Health Program which shall detail:

- a) The Contractor's PPE program, including initial (upon hire) training and any on-going training (at least annually) on how to use and dispose of PPE.
- b) The Contractor's policy and procedures related to recordkeeping and documentation.

10) Communications / Contractor / Contractor Staff Conduct of Work:

- a) Contractor will provide a communications plan that outlines points of contact (overall and per site). This will include, at a minimum, a primary and secondary

contact person whom would be available for any custodial emergencies.

- b) Contracted staff are required to wear visible identification and/or a uniform identifying the Contractor company name at all times when performing custodial services.
- c) Contractor shall ensure all employees observe all rules and regulations when conducting business on any CCHS premises. This includes COVID masking and vaccination requirements (when in force).
- d) Contractor shall inform CCHS of any problems (cleaning, security, lighting, maintenance, etc.) the day after it occurs or immediately if necessary.
- e) Contractor shall conduct cleaning in such a manner that there will be no interruption in or interference with the proper execution of CCHS business.
- f) Contractor will conduct Quality Control inspections at each site monthly and provide CCHS a consolidated report (electronically) with the results of the inspections.

11) Housekeeping Supplies

- a) CCHS will provide consumable materials that will be used to refill dispensers and replace when needed. Consumable materials include the following:
 - Paper towels
 - Toilet Tissue
 - Facial Tissue
 - Hand Sanitizer
 - Hand Soap
 - Hand Lotion
 - Trash can liners
- b) The Contractor will supply cleaning supplies to include the following:
 - Floor cleaner
 - General purpose cleaner
 - Window cleaner
 - Bowl cleaner
 - Furniture polish
 - Disinfectant
 - Stainless Steel cleaner/polish
 - Micro-fiber cleaning cloth/applicators
- c) The Contractor will submit the following using Exhibit D:
 - A list of all cleaning supplies the contractor proposes be used by manufacturer name, product name, and EPA registration #.
 - A cut sheet/information sheet for each product on the list being proposed.
 - An SDS for each product being proposed.

- d) CCHS will review the proposed list of cleaning supplies before a contract is signed and must approve of all products.
- e) The Contractor will only use those products that CCHS has approved in writing.
- f) The Contractor will maintain a folder/notebook at each CCHS site. The folder/notebook will contain a list of all cleaning supplies used at each site, along with their respective SDS.
- g) Contractor will follow instructions provided by the distributor or chemical manufacturer on the storage and use of these materials.
- h) All CCHS approved cleaning supplies shall be used in strict conformance with manufacturers' recommendations and all applicable governmental regulations. The Contractor shall purchase and issue all chemicals in their original containers. Materials that require precautionary warnings shall have affixed to all containers such labels or markings as are prescribed by law, regulatory agencies or this Contract. Markings or labeling of materials containing hazardous or toxic substances or wastes shall be in accordance with all federal, state and county laws, ordinances, rules and regulations.

12) Contractor supplied equipment:

The successful Contractor must furnish all equipment, machinery, transportation and all other implements necessary to execute this contract. This includes, but is not limited to, scrubbing machines, buffers, vacuum cleaners*, carpet cleaners, dust/wet mops, brooms, rags, and brushes.

*Contractor to specify in the response to the RFP, what "Commercial" vacuum cleaner will be used and its specifications.

13) Cleaning Methodology & Laundering:

- a) The Contractor will provide information that describes their overall cleaning process. This will include, at a minimum, any cleaning "systems" that are used or followed, what types of cleaning solutions, wipes, mops and so forth will be used in CCHS facilities.
- b) The Contractor will provide information that details the laundering process and specifications used in the process for laundering cleaning materials such as microfiber cleaning clothes, rags, mops, etc.

14) Scope of Work/Services

- a) General Housekeeping - The prospective contractor shall use exhibits A, B, E, and F to prepare the response to this RFP.
- b) Floor Care – The prospective contractor shall use exhibits A, B, E, and F to prepare the response to this RFP with regards to floor care.

15) Information provided by CCHS:

Contractors are solely responsible for conducting their own research, due diligence or other work necessary for the preparation of proposals, negotiation of agreements or delivery of services pursuant to any agreement. CCHS takes no responsibility for the completeness or the accuracy of any information presented in the RFP or otherwise distributed or made available during this procurement process.

16) Insurance Requirements

The bidder will provide proof of insurance in the below amounts:

- a) Commercial General Liability Minimum: \$1,000,000 per occurrence, \$2,000,000 aggregate
- b) Automobile Liability Minimum: \$1,000,000
- c) Worker's Compensation & Employer's Liability Minimum: 1,000,000 / \$1,000,000 / \$1,000,000

17) Fee Structure

- a) General Cleaning & Disinfecting Services - The subsequent contract for General Cleaning & Disinfecting will address all requirements detailed in [**Exhibit B, Pages 1 - 4, Sections A through I**]. The contract for General Cleaning & Disinfecting Services is considered a FIRM FIXED-PRICE CONTRACT. The fee proposed shall remain firm and must include all charges that may be incurred in fulfilling the terms of the contract. The contract unit price must be firm for the duration of the contract.
- b) Floor Maintenance (Carpet Steam Cleaning & Stripping/Waxing) – The subsequent contract for Floor Maintenance will address all requirements detailed in [**Exhibit B, Page 5, Section J, Floor Care**]. The Floor Maintenance bid will be separate from the General Cleaning & Disinfecting bid and will be all inclusive of labor and materials needed to complete the required care. The contract for Floor Maintenance is considered a FIRM FIXED-PRICE CONTRACT. The fee proposed shall remain firm and must include all charges that may be incurred in fulfilling the terms of the contract. The contract unit price must be firm for the duration of the contract.
- c) The prospective contractor shall submit documents that detail the Fees for both contracts that detail what CCHS should expect to pay by site for each.
- d) Details of the contract shall include:
 - Cost per facility per month.
 - Floor maintenance costs proposal.
 - Any discounts available for prompt payment.
 - Any additional costs that CCHS can expect to pay.

18) Hold Harmless/Indemnification Clause - Required

Indemnification: Each party shall, to the extent permitted by law, indemnify, defend, and hold harmless the other Party, and its officers, directors, employees, agents, successors, and assigns for, from and against any claim or action brought against, arising out of the acts or omissions of the indemnifying Party, its employees, or agents.

19) General RFP information and requirements:

- a) Bidders may request site visits to view the facilities/areas to be cleaned. Site visits must be completed by October 6, 2023. Site visits may be scheduled by contacting the CCHS Facilities Department via email at:
 - William Baxendale: wbaxendale@choptankhealth.org
 - Heather Payne: hpayne@choptankhealth.org
- b) Any questions to be answered or clarifications required are to be sent in not later than 12 PM (Noon) on October 11, 2023. They should be emailed to:
 - William Baxendale: wbaxendale@choptankhealth.org
 - Heather Payne: hpayne@choptankhealth.org
- c) Questions will be answered not later than October 18, 2023.
- d) The period of performance for this contract will be (3) years beginning January 1, 2024 through December 31, 2026.
- e) Anticipated contract award date is December 8, 2023
- f) This contract may be terminated, by either party, with 90 days written notice.
- g) The proposal will include the following information:
 - Company name and address
 - Years in business
 - References (5)
 - Number of employees
 - Communication plan (i.e., points of contact)
 - (1) completed Exhibit “C” form.
 - (1) completed Exhibit “D” form with accompanying SDS’s.
 - Current copy of liability insurance and worker’s compensation insurance
 - Current W9 (Taxpayer Identification and Certification)
 - Current copy of bond information
- h) Proposal evaluation:
 - Proposals will be evaluated based on the bidders’ response to all pertinent line items in the RFP.
 - While cost will be considered, the lowest bid may not be the winning bid. CCHS will select the winning bid based on overall responsiveness to the RFP and value to the organization.
- i) **Proposals must be received (electronically) on or before 12:00 PM (Noon), Friday, November 10th, 2023. Proposals are to be emailed to:**
 - William Baxendale: wbaxendale@choptankhealth.org
 - Heather Payne: hpayne@choptankhealth.org

Exhibit A
Building Information - General

<u>Property Address</u>	<u># of Stories</u>	<u>Freq. of Service</u>	<u># of Restroom Toilets</u>	<u>Total SF (Approx.)</u>
Administration Building				
301 Randolph Street	2	5	9	10,359
Denton, MD 21629				
Bay Hundred Medical Center				
933 S. Talbot Street	1	5	4	4,616
St. Michaels, MD 21663				
Chestertown Medical Center				
126 Philosopher's Terrace				
Chestertown, MD 21620				
Current	1	5	4	3,300
Phase I (Jan-Feb 2024)	1	5	4	5,100
Phase II (June-July 2024)	1	5	6	8,400
Denton Health Center				
808 S. Fifth Avenue	1	5	11	16,836
Denton, MD 21629				
Easton Pediatrics				
522 Cynwood Drive	1	5	4	7,000
Suite 100				
Easton, MD 21601				
Fassett Magee Health Center				
Cambridge Dental Center	1	5	5	7,621
503A Muir Street				
Cambridge, MD 21613				
Federalburg Medical Center				
215 Bloomingdale Ave	1	5	5	6,727
Federalburg, MD 21632				
New Federalburg Med Center				
320 Hargraves Drive	1	5	11	21,000
Federalburg, MD 21632				
(Opening mid-to-late 2024)				
Goldsboro Medical Center				
Goldsboro Dental Center	1	5	6	7,889
316 Railroad Avenue				
Goldsboro, MD 21636				

Exhibit B

Cleaning and Disinfection Tasks / Specifications

A	Entrance/Foyer, Lobby and Patient Reception Area	Weekly	Month	Mon	Tue	Wed	Thu	Fri
1	Clean entry glass doors	3x		x		x		x
2	Vacuum, sweep, keep threshold and door track clean.	3x		x		x		x
3	Sweep outside the front entrance	3x		x		x		x
4	Spot clean walls, doors, frames, baseboards, high and low dust within reach	3x		x		x		x
5	Clean/disinfect grab rails outside.	5x		x	x	x	x	x
6	Empty all trash / replace liners	5x		x	x	x	x	x
7	Clean/disinfect lobby furniture	5x		x	x	x	x	x
8	Any Lobby furniture that has been moved during the day should be put back into place. Maintain an organized appearance.	5x		x	x	x	x	x
9	Clean/disinfect Patient side of PSS station including the chairs	5x		x	x	x	x	x
10	Vacuum carpeted areas	5x		x		x		x
11	Dust mop and damp mop hard floors with appropriate method for the surface	5x		x	x	x	x	x
12	Disinfect door handles, levers, push plates, high touch surfaces, and light switches	5x		x	x	x	x	x
13	Organize magazines/publications. Maintain an organized appearance.	5x		x		x		x
14	Dust vent diffusers, window sills, window blinds, magazine racks.		1x					

B	Restrooms	Weekly	Month	Mon	Tue	Wed	Thu	Fri
1	Empty all trash / replace liners	5x		x	x	x	x	x
2	Disinfect door handles, levers, push plates, high touch surfaces, and light switches	5x		x	x	x	x	x
3	Clean / disinfect all fixtures	5x		x	x	x	x	x
4	Clean / disinfect all horizontal surfaces	5x		x	x	x	x	x
5	Clean / disinfect walls and partitions	5x		x	x	x	x	x
6	Spot clean walls, doors, frames, baseboards, high and low dust within reach	5x		x		x		x
7	Clean / shine mirrors	5x		x	x	x	x	x
8	Clean / shine grab bars.	5x		x	x	x	x	x
9	Clean / fill dispensers	5x		x	x	x	x	x
10	Polish faucets and sinks	1x						
11	Dust vent diffusers		1x					
12	Pour water in floor drains		1x					

Exhibit B

Cleaning and Disinfection Tasks / Specifications

C	Break Room	Weekly	Month	Mon	Tue	Wed	Thu	Fri	
1	Empty all trash / replace liners	5x			x	x	x	x	x
2	Disinfect door handles, levers, push plates, high touch surfaces, and light switches.	5x			x	x	x	x	x
3	Clean / fill dispensers	5x			x	x	x	x	x
4	Clean / disinfect sinks and faucets.	5x			x	x	x	x	x
5	Clean / disinfect all countertops, tables, and chairs.	5x			x	x	x	x	x
6	Any Break Room furniture that has been moved during the day should be put back into place for an organized appearance.	5x			x	x	x	x	x
7	Clean / disinfect exterior of microwaves, stoves, toaster oven, refrigerators (including top), drinking fountains, cabinet handles, wipe off finger prints.	5x			x	x	x	x	x
8	Spot clean walls (behind trash cans), doors, frames, baseboards	5x			x	x	x	x	x
9	Dry mop/vacuum, wet mop, and disinfect all hard floor surfaces	5x			x	x	x	x	x
10	Clean and disinfect telephone.	5x			x	x	x	x	x
11	Polish faucets and sinks	1x							
12	Dust vent diffusers, window sills, window blinds		1x						

D	Front Office (Staff side of Patient Services/PSS area)	Weekly	Month	Mon	Tue	Wed	Thu	Fri	
1	Empty all trash / replace liners	5x			x	x	x	x	x
2	Disinfect door handles, levers, push plates, high touch surfaces, and light switches.	5x			x	x	x	x	x
3	Clean/disinfect PSS area work surfaces, desk tops, filing cabinet tops, countertops, horizontal surfaces, including the task chair arms. (Services to desk tops, file cabinet tops, and countertops shall be limited to those which are reasonably free of papers. The handling of personal effects shall be kept to a minimum.)	5x			x	x	x	x	x
4	Clean and disinfect telephone, computer keyboard, and mouse, (not the screen).	5x			x	x	x	x	x
5	Clean / disinfect all countertops	5x			x	x	x	x	x
6	Clean glass (both sides) * if applicable	5x			x	x	x	x	x
7	Vacuum carpeted areas	5x			x		x		x
8	Clean/wipe off task chair bases.	1x							
9	Dust vent diffusers, window sills, window blinds, cubicle partition tops if present.		1x						

Exhibit B

Cleaning and Disinfection Tasks / Specifications

E	<u>All Private Offices</u> (unless secured/inaccessible)	Weekly	Month	Mon	Tue	Wed	Thu	Fri
1	Empty all trash / replace liners	5x		x	x	x	x	x
2	Disinfect door handles, levers, push plates, high touch surfaces, and light switches	5x		x	x	x	x	x
3	Clean/disinfect desk tops, filing cabinet tops, countertops, horizontal surfaces, including the task chair arms. (Services to desk tops, file cabinet tops, and countertops shall be limited to those which are reasonably free of papers. The handling of personal effects shall be kept to a minimum.)	5x		x	x	x	x	x
4	Clean and disinfect telephone, computer keyboard, and mouse, (not the screen)	5x		x	x	x	x	x
5	Clean / disinfect all countertops	5x		x	x	x	x	x
6	Clean glass (both sides) * if applicable	5x		x		x		x
7	Vacuum carpeted areas	5x		x		x		x
8	Clean/wipe off task chair bases.	1x						
9	Dust vent diffusers, window sills, window blinds, cubicle partition tops if present.		1x					

F	<u>Medical Clinical Care Areas</u> (Exams, Lab, Patient Assess)	Weekly	Month	Mon	Tue	Wed	Thu	Fri
1	Empty all trash / replace liners (Excludes Bio Hazardous Refuse/Red Bag).	5x		x	x	x	x	x
2	Disinfect door handles, levers, push plates, high touch surfaces, and light switches	5x		x	x	x	x	x
3	Clean and disinfect telephones.	5x		x	x	x	x	x
4	Clean / disinfect sinks and faucets.	5x		x	x	x	x	x
5	Clean / fill dispensers	5x		x	x	x	x	x
6	Clean / disinfect all countertops	5x		x	x	x	x	x
7	Clean / disinfect exam room patient/visitor chairs.	5x		x	x	x	x	x
8	Clean/disinfect exam tables and infant scales/tables.	5x		x	x	x	x	x
9	Clean/disinfect scale bases and displays.	5x		x	x	x	x	x
10	Clean disinfect cabinet doors handles, refrigerator door handles, anything high touch.	5x		x	x	x	x	x
11	Clean/disinfect wall mounted oto/opthalmos, rolling exam lights, and telephone.	5x		x	x	x	x	x
12	Dry mop/vacuum, wet mop, and disinfect all hard floor surfaces.	5x		x	x	x	x	x
13	Polish faucets and sinks	1x						
14	Clean / shine grab bars.	1x						
15	Clean exam stool, and patient/visitor chair bases.	1x						
16	Clean the glass doors on refrigerators.	1x						
17	Dust vent diffusers, window sills, window blinds		1x					

Exhibit B

Cleaning and Disinfection Tasks / Specifications

G	<u>Dental Clinical Care Areas</u> (Operatories, Labs, Sterilization area.)	<u>Weekly</u>	<u>Month</u>	<u>Mon</u>	<u>Tue</u>	<u>Wed</u>	<u>Thu</u>	<u>Fri</u>
1	Empty all trash / replace liners (Excludes Bio Hazardous Refuse/Red Bag).	5x		x	x	x	x	x
2	Disinfect door handles, levers, push plates, high touch surfaces, and light switches	5x		x	x	x	x	x
3	Clean and disinfect telephones.	5x		x	x	x	x	x
4	Clean / disinfect sinks and faucets in Dental Ops and Sterilization.	5x		x	x	x	x	x
5	Clean / fill dispensers	5x		x	x	x	x	x
6	Clean / disinfect countertops, Assistants work station, center console surfaces, etc.	5x		x	x	x	x	x
7	Clean/disinfect dental chairs (all vinyl covering, base and back of chair).	5x		x	x	x	x	x
8	Clean / disinfect Provider & Assistants stools, and visitor chairs. (including the base of the chair)	5x		x	x	x	x	x
9	Clean and disinfect patient/visitor side chairs.	5x		x	x	x	x	x
10	Clean/disinfect scale bases and displays.	5x		x	x	x	x	x
11	Clean disinfect cabinet doors handles, anything high touch.	5x		x	x	x	x	x
12	Dry mop/vacuum, wet mop and disinfect all hard floor surfaces.	5x		x	x	x	x	x
13	Polish faucets and sinks (Exams, labs, Sterilization)	1x						
14	Clean / shine grab bars.	1x						
15	Dust vent diffusers, window sills, window blinds		1x					

H	<u>Housekeeping Closet</u>	<u>Weekly</u>	<u>Month</u>	<u>Mon</u>	<u>Tue</u>	<u>Wed</u>	<u>Thu</u>	<u>Fri</u>
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1	Organize and maintain	5x		x	x	x	x	x
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I	<u>Elevators</u> (If Present)	<u>Weekly</u>	<u>Month</u>	<u>Mon</u>	<u>Tue</u>	<u>Wed</u>	<u>Thu</u>	<u>Fri</u>
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1	Disinfect door handles, levers, push plates, high touch surfaces, and light switches	3x		x		x		x
2	Vacuum carpeted areas	3x		x		x		x
3	Vacuum track	1x						

Exhibit B Cleaning and Disinfection Tasks / Specifications

J	Floor Care
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Note a.) Contractor will include in the fee, all labor required to move and replace clinical equipment, furniture, etc. so that all tasks listed below are completed to the satisfaction of the contractor and CCHS.

Note b.) All carpet steam cleaning and floor stripping/waxing services will be started and completed after hours and/or on weekends. No work other than spot cleaning can be performed during normal business hours.

Note c.) Patient flow and or staff activities cannot be interrupted for Housekeeping Services unless scheduled.

Note d.) Floor maintenance work (carpet steam cleaning, stripping, waxing) must be scheduled with William Baxendale and Heather Payne (2) work days in advance.

1	Carpet - Spot cleaned as necessary.
2	Carpet - All areas accessible to be steam cleaned at least annually and per CCHS schedule. Any additional large area steam cleaning to be approved by CCHS.
3	VCT/12"x12" Tile - Remove traffic stains, dirt buildup near baseboards, thresholds, corners, and old wax. Apply wax in such a manner as to promote flooring longevity and safety.
4	Medintech/Vinyl Sheet Flooring - Mopped per schedule above. Any additional large area re-finishing to be approved by CCHS.
5	LVT/Vinyl Tile - Pre finished vinyl tile. Mopped per schedule above. Any additional large area re-finishing to be approved by CCHS.

**Exhibit C
Staffing Plan**

<u>Property Address</u>	<u># of Services Each Week</u>	<u># of Staff Each Visit</u>	<u>Total Man Hours Each Visit</u>
Administration Building			
301 Randolph Street	5		
Denton, MD 21629			
Bay Hundred Health Center			
Bay Hundred Dental Center			
933 S. Talbot Street	5		
St. Michaels, MD 21663			
Chestertown Medical Center			
126 Philosopher's Terrace			
Chestertown, MD 21620			
Current	5		
Phase I (Jan-Feb 2024)	5		
Phase II (June-july 2024)	5		
Denton Health Center			
808 S. Fifth Avenue	5		
Denton, MD 21629			
Easton Pediatrics			
522 Cynwood Drive	5		
Suite 100			
Easton, MD 21601			
Fassett Magee Health Center			
Cambridge Dental Center			
503A Muir Street	5		
Cambridge, MD 21613			
Federalsburg Med Center			
215 Bloomingdale Ave	5		
Federalsburg, MD 21632			
(Current Bldg will close when new Bldg opens)			
New Federalsburg Med Center			

Exhibit C
Staffing Plan

320 Hargraves Drive			
Federalsburg, MD 21632	5		
<i>(Opening mid-to-late 2024)</i>			

Goldsboro Medical Center			
Goldsboro Dental Center			
316 Railroad Avenue	5		
Goldsboro, MD 21636			

Exhibit D - Contractor Proposed Cleaning and Disinfecting Product Supply List

Cleaning & Disinfecting Supply Item	Manufacturer	Manufacturer Product # and or Trade Name	Product EPA Registration #	Contact Kill Time (Emerging Viral Pathogens, Coronavirus, SARS-CoV-2)
Disinfectant Cleaner (example)	Clorox	HP Cleaner Disinfectant (Liquid)	67619-24	1 minute
Disinfectant Cleaner (example)	Clorox	HP Cleaner Disinfectant (Wipes)	67619-25	2 minutes
Floor Cleaner				
Window Cleaner				
Bowl Cleaner				
Disinfectant				
General Purpose Cleaner				
Stainless Steel Polish				

Exhibit E
Administration Building
301 Randolph St. - Denton MD

<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Vacuum</u>	<u>Spot Vacuum</u>	<u>Annual Carpet Cleaning</u>
Carpet	101	102, 104, 143	Main foyer area	517	517	0	517
Carpet	103		Training room	380	380	0	380
Carpet	105		Accounting	146	146	0	146
Carpet	106		Finance Director	162	0	0	0
Carpet	107		CMO	160	160	0	160
Carpet	108	119	Hallway	900	900	0	900
Carpet	109		Mail Room	86	86	0	86
Carpet	110		CDO	162	162	0	162
Carpet	111		Credential	115	115	0	115
Carpet	112		CEO	200	200	0	200
Carpet	113		Admin Asst	110	110	0	0
Carpet	114		COO Office	180	180	0	180
Carpet	116		CFO	162	0	162	162
Carpet	117		Quality	160	160	0	160
Carpet	118		Office	112	112	0	112
Carpet	120		Population Health Director	162	162	0	162
Carpet	124		Small Conference Room	126	126	0	126
Carpet	130		Facilities Office	156	156	0	156
Carpet	132		HR Director	188	0	0	0
Carpet	133		Facilities Director	156	156	0	156
Carpet	135		Outreach Admin Asst	136	136	0	136
Carpet	136		Outreach Director	136	136	0	136
Carpet	137	145, 152, 153	Hallway - Outreach Cube	640	640	0	640
Carpet	138		Migrant office	120	120	0	120
Carpet	149	Elevator	Entry Foyer - Parking Lot side	110	110	0	110
Carpet	151		Elevator	50	50	0	50
Carpet	154		Foyer - Randolph Street	84	84	0	84
Carpet	156		Office	101	101	0	101
Carpet	202		Office	365	365	0	365
Carpet	203	206	2nd Floor Elevator foyer	370	370	0	370
Carpet	207		Office	126	126	0	126

**Exhibit E
Administration Building
301 Randolph St. - Denton MD**

<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Vacuum</u>	<u>Spot Vacuum</u>	<u>Annual Carpet Cleaning</u>
Carpet	208		2nd Floor Hallway	270	270	0	270
Carpet	211		Office	115	115	0	115
Carpet	213		Office	115	115	0	115
Carpet	215		Billing Director	115	115	0	115
Carpet	216		File Room	90	90	0	90
Carpet	217		Billing Dept foyer	440	440	0	440
Carpet	218		West Billing Office	285	285	0	285
Carpet	219		East Billing Office	325	325	0	325
Carpet	221		Board Room	950	0	950	950
				9283	7821	1112	8823
				<u>Square Footage</u>	<u>Routine Floor Svc</u>	<u>Spot Service</u>	<u>Annual - Wax</u>
Medintech	125		Mens First Floor restroom	113	113	0	113
Medintech	127		Ladies First Floor restroom	135	135	0	135
Medintech	139		Break Room	335	335	0	335
Medintech	210		Second Floor Mens Room	98	98	0	98
Medintech	212		Second Floor Ladies Room	98	98	0	98
VCT	115		First Floor North stairwell	85	0	85	85
VCT	141		First Floor South stairwell land	28	0	28	28
VCT	220		Second Floor North stairwell	98	0	98	98
VCT	223		Second Floor South Stairwell	38	0	38	38
Tile	224		Second Floor Unisex Restroom	48	48	0	48
				1076	827	249	1076

Bay Hundred Health Center
933 S. Talbot St. - St. Michaels MD

9/18/2023

<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Vacuum</u>	<u>Spot Vacuum</u>	<u>Annual Carpet Cleaning</u>
Carpet	102	103	Lobby	430	430	0	430
Carpet	104		Office	50	50	0	50
Carpet	105		Front Office PSS	305	305	0	305
Carpet	109		Office	112	112	0	112
Carpet	110		Medical Hallway	330	330	0	330
Carpet	117		Office	85	85	0	85
Carpet	130	135	Dental Front Office & Hallway	320	320	0	320
Carpet	131		Office	64	64	0	64
Carpet	132		Office	64	64	0	64
Carpet	133		Office	133	133	0	133
Carpet	142		Dental Staff	130	130	0	130
Carpet	147		Office	120	120	0	120
Carpet	150		Office	64	64	0	64
Carpet	153		Hallway / Lobby	183	183	0	183
Carpet	154		Office	90	90	0	90
Carpet	155		Office	95	95	0	95
Carpet - Walkoff	101		Foyer	45	45	0	45
				2620	2620	0	2620
<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Floor Svc</u>	<u>Spot Service</u>	<u>Annual - Wax</u>
LVT	108		Medical Lab/Nurse Station	146	146	0	0
LVT	136		Break Room	357	357	0	0
LVT	137		Restroom	39	39	0	39
Medintech	122		Exam 5 / Lab Corp	82	82	0	82
Medintech	134		Restroom	64	64	0	64
Medintech	140	143	Pan Rm, Sterilization, Hallway	273	273	0	273
Medintech	144	145	Dental Ops 1 & 2	207	207	0	207
Medintech	146		Dental Op 3	109	109	0	109

Bay Hundred Health Center
933 S. Talbot St. - St. Michaels MD

9/18/2023

Floor Type	Room/Area #'s	Additional Rooms	Description	Square Footage	Routine Floor Svc	Spot Service	Annual - Wax
Medintech	152		Restroom	64	64	0	64
Pre-Finished Vinyl	107		Restroom	64	64	0	0
Pre-Finished Vinyl	112		Exam 1	89	89	0	0
Pre-Finished Vinyl	113		Exam 2	89	89	0	0
Pre-Finished Vinyl	114		Exam 3	91	91	0	0
Pre-Finished Vinyl	119		Exam 7	92	92	0	0
Pre-Finished Vinyl	120		Exam 6	91	91	0	0
Pre-Finished Vinyl	121		Exam 4	105	105	0	0
Pre-Finished Vinyl	139		HK Closet	34	0	34	0
				1850	1816	34	838

Denton Health Center
808 S. Fifth Avenue - Denton MD

9/18/2023

<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Vacuum</u>	<u>Spot Vacuum</u>	<u>Annual Carpet Cleaning</u>
Carpet	004		Check in	55	55	0	55
Carpet	006		Check in	55	55	0	55
Carpet	008		Consult - Mtng Room	115	0	115	0
Carpet	012	410, 415	Corridor	1445	1445	0	1445
Carpet	013		Office	125	125	0	125
Carpet	014		Office	105	105	0	105
Carpet	015		Office	95	95	0	105
Carpet	016		Office	105	105	0	105
Carpet	017	011, 018, 019	Front Office - Administration	595	595	0	595
Carpet	020		Corridor	610	610	0	610
Carpet	021		Office	100	100	0	100
Carpet	022		Office	135	135	0	135
Carpet	101		Corridor	375	375	0	375
Carpet	103		Behavioral Hlth Registration	82	82	0	82
Carpet	107		Office	138	138	0	138
Carpet	108		Office	92	92	0	92
Carpet	109		Office	92	92	0	92
Carpet	110		Office	92	92	0	92
Carpet	111		Office	118	118	0	118
Carpet	112		Meeting Room	375	0	375	375
Carpet	308	316	Corridor	840	840	0	840
Carpet	323		Office	115	115	0	115
Carpet	325		Office	110	110	0	110
Carpet	331		Office	115	115	0	115
Carpet	332		Office	115	115	0	115
Carpet	333		Office	115	115	0	115
Carpet	410	415	Corridor	1445	1445	0	1445
Carpet	421		Office	115	115	0	115
Carpet	423		Office	110	110	0	110

Denton Health Center
808 S. Fifth Avenue - Denton MD

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Carpet	432		Office	115	115	0	115
<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Vacuum</u>	<u>Spot Vacuum</u>	<u>Annual Carpet Cleaning</u>
Carpet	434		Office	95	95	0	95
Carpet	503	512	Corridor	443	443	0	443
Carpet	002-A	010	Lobby - Partial & Sick Child	300	300	0	300
Carpet	002-C		Lobby - Partial	225	225	0	225
Walk Off Carpet	001		Entrance Foyer	138	138	0	138
				9300	8810	490	9195
<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Floor Svc</u>	<u>Spot Service</u>	<u>Annual - Wax</u>
LVT	003		Restroom	45	45		0
LVT	005		Guest Services	120	120		0
LVT	007		Restroom	45	45		0
LVT	024		Storage	500	0		0
LVT	104		Behavioral Hlth Lab	77	77		0
LVT	105		Behavioral Hlth Restroom	45	45		0
LVT	106		Behavioral Hlth Lab Supply Rm	39	0		0
LVT	201		Housekeeping Closet	65	0	65	0
LVT	202		Pantry	53	0		0
LVT	203		Break Room	665	665		0
LVT	204		Soiled Linen Stg	23	0	23	0
LVT	205		Staff Restroom - Ladies	180	180		0
LVT	206		Staff Restroom - Mens	162	162		0
LVT	207		Corridor	314	314		0
LVT	208		Linen Stg	46	0	46	0
LVT	209		Coat Room	60	0	60	0
LVT	214		Medical Gas Stg	13	0	13	0
LVT	301		Exam 301	105	105		0
LVT	302		Exam 302	105	105		0

Denton Health Center
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LVT	303		Exam 303	105	105		0
<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Floor Svc</u>	<u>Spot Service</u>	<u>Annual - Wax</u>
LVT	304		Exam 304	105	105		0
LVT	305		Exam 305	182	182		0
LVT	306		Exam 306	105	105		0
LVT	307		Exam 307	105	105		0
LVT	308		Exam 308	105	105		0
LVT	309		Exam 309	105	105		0
LVT	310		Exam 310	105	105		0
LVT	311		FP Nurse Station	135	135		0
LVT	312		FP Lab	150	150		0
LVT	313		Restroom	45	45		0
LVT	314		Restroom	45	45		0
LVT	315		FP Supply Room	123	123		0
LVT	317		Draw Site	77	77		0
LVT	401		Exam 401	105	105		0
LVT	402		Exam 402	105	105		0
LVT	403		Exam 403	105	105		0
LVT	404		Exam 404	105	105		0
LVT	405		Exam 405	105	105		0
LVT	406		Exam 406	105	105		0
LVT	407		Exam 407	105	105		0
LVT	408		Exam 408	105	105		0
LVT	411		Peds Nurse Station	120	120		0
LVT	412		Peds Lab	70	70		0
LVT	413		Restroom	45	45		0
LVT	414		Restroom	45	45		0
LVT	424		Peds Storage	85	0	85	0
LVT	501	502	Dental Ops 501 & 502	210	210		0
LVT	503		Dental Op 503	125	125		0

Denton Health Center
808 S. Fifth Avenue - Denton MD

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LVT	504		Dental Op 504	125	125		0
LVT	505		Dental Op 505	125	125		0
LVT	506		Dental Op 506	125	125		0
LVT	507		Dental Supply - Lab	150	0	150	0
<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Floor Svc</u>	<u>Spot Service</u>	<u>Annual - Wax</u>
LVT	513		Office	75	75		0
LVT	515		Pan X-Ray area	65	65		0
LVT	515		Sterilization	62	62		0
LVT	531		Housekeeping Closet	35	0	65	0
LVT	002-B		Lobby - Partial & Sick Child	1080	1080		0
				7536	6467	14003	0

Cambridge Building
Fassett Magee Health Center - Cambridge Dental
503 A Muir Street - Cambridge, MD

<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Vacuum</u>	<u>Spot Vacuum</u>	<u>Annual Carpet Cleaning</u>
Carpet	102	160	Lobby	364	364	0	364
Carpet	104		Dental Front Office	240	240	0	240
Carpet	121		Office	117	117	0	117
Carpet	122		Office	117	117	0	117
Carpet	123		Office	140	140	0	140
Carpet	124		Dental Ed Work Room	140	140	0	140
Carpet	130		Office	110	110	0	110
Carpet	131		Office	110	110	0	110
Carpet	132		Office	190	190	0	190
Carpet	136		Office	163	163	0	163
Carpet	138		Office	125	125	0	125
Carpet	146		Office Nook	43	43	0	43
Carpet	152	153	Office and Office Nook	185	185	0	185
Carpet	159	161, 163	Front office and office	430	430	0	430
Walk Off Carpet	100		Front Foyer	45	45	0	45
Walk Off Carpet	125		Rear Foyer	112	112	0	112
				2631	2631	0	2631
<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Floor Svc</u>	<u>Spot Service</u>	<u>Annual - Wax</u>
LVT	102	160	Lobby	525	0	0	0
LVT	106		Hallway	594	594	0	0
LVT	114		Hallway	163	163	0	0
LVT	125	126	Rear Foyer and Break Room	620	0	0	0
LVT	129	133	Hallway	285	285	0	0
LVT	147	148	Medical Lab / Nurse Area	155	155	0	0
LVT	154	142	Hallway	615	615	0	0

Cambridge Building
Fassett Magee Health Center - Cambridge Dental
503 A Muir Street - Cambridge, MD

Meditech	103		Restroom	40	40	0	40
Meditech	105		Restroom	40	40	0	40
Meditech	108		Dental Ops 1 & 2	260	260	0	260
Meditech	111		Dental Ops 3 & 4	260	260	0	260
Meditech	112		Panoramic X - Ray	40	40	0	40
Meditech	113		Sterilization Room	50	50	0	50
Meditech	115		Dental Op 5	125	125	0	125
Meditech	116		Dental Lab	74	74	0	74
Meditech	117		Dental Op 6	125	125	0	125
Meditech	118		Dental Op 7	152	152	0	152
Meditech	119		Restroom	40	40	0	40
Meditech	127		Restroom	40	40	0	40
Meditech	134		Exam 10	107	107	0	107
Meditech	135	137, 139	Exam 9, 8, 7	390	390	0	390
Meditech	140	141, 157, 158, 159	Exam 0, Draw Site, Exam 2 & 3	500	500	0	500
Meditech	143	144	Exams 4, 5	175	175	0	175
Meditech	149		Exam 6	93	93	0	93
Meditech	150		Work Room	40	40	0	40
Meditech	155		Restroom	40	40	0	40
Meditech	164		Housekeeping	40	0	40	0
				5588	4403	40	2591

Chestertown-Existing
126 Philosophers Terrace- Chestertown, MD

	A	B	C	D	E	F	G	H
1	<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Vacuum</u>	<u>Spot Vacuum</u>	<u>Annual Carpet Cleaning</u>
2	Carpet	107		Office	100	100	0	100
3	Carpet	115		Office	100	100	0	100
4					200	200	0	200
5								
6	<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Floor Svc</u>	<u>Spot Service</u>	<u>Annual - Wax</u>
7	VCT	100		Front Lobby	200	200	0	200
8	VCT	101		Waiting Room	300	300	0	300
9	VCT	102		Corridors	375	375	0	375
10	VCT	103		Restroom	50	50	0	50
11	VCT	104		Exam 9	100	100	0	100
12	VCT	106		Nurse/Computers	75	75	0	75
13	VCT	108		Breakroom	175	175	0	175
14	VCT	109		Exam 8	125	125	0	125
15	VCT	110		Exam 7	175	175	0	175
16	VCT	111		Lab	125	125	0	125
17	VCT	113		Exam 6	125	125	0	125
18	VCT	114		Exam 5	125	125	0	125
19	VCT	116		Restroom	50	50	0	50
20	VCT	117		Exam 4	125	125	0	125
21	VCT	119		Exam 3	125	125	0	125
22	VCT	121		Exam 2	125	125	0	125
23	VCT	122		Exam 1	125	125	0	125
24	VCT	123		Restroom	50	50	0	50
25	VCT	124		Restroom	50	50	0	50
26	VCT	112		Reception	200	200	0	200
27					2800	2800	0	2800

Chestertown-New
126 Philosophers Terrace- Chestertown, MD

	A	B	C	D	E	F	G	H	I	J
1	<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Phase I SF</u>	<u>Phase II SF</u>	<u>Combined SF</u>	<u>Routine Vacuum</u>	<u>Spot Vacuum</u>	<u>Annual Carpet Cleaning</u>
2	Carpet	101A		Waiting Area		325	325	325	0	325
3	Carpet	102		PSS		90	90	90	0	90
4	Carpet	103		Provider and Resident		97	97	97	0	97
5	Carpet	106		Provider		86	86	86	0	86
6	Carpet	108		Shared Office		203	203	203	0	203
7	Carpet	111		Changing Room		28	28	28	0	28
8	Carpet	113		Changing Room		28	28	28	0	28
9	Carpet	114		Uniforms		28	28	28	0	28
10	Carpet	126		Consult	82		82	82	0	82
11	Carpet	143		Providers	108		108	108	0	108
12	Carpet	145		Provider	78		78	78	0	78
13	Carpet	147		Provider	80		80	80	0	80
14	Carpet	149		Triage	97		97	97	0	97
15	Carpet	158		Therapist	106		106	106	0	106
16	Carpet	159		Therapist	109		109	109	0	109
17	Carpet	160		PSS	144		144	144	0	144
18	Carpet	161		Counselor	94		94	94	0	94
19	Carpet	163		Site Director Office	88		88	88	0	88
20	Carpet	164A		Shared Office	150		150	150	0	150
21	Carpet	164B		Shared Office	110		110	110	0	110
22	Carpet	166		Shared Director's Office	103		103	103	0	103
23	Walk Off Carpet	100		Vestibule	180	180	180	180	0	180
24	Walk Off Carpet	150A		Staff Entry	160		160	160	0	160
25					1689	1065	2574	2574	0	2574
26										
27	<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Phase I SF</u>	<u>Phase II SF</u>	<u>Combined</u>	<u>Routine Floor Svc</u>	<u>Spot Service</u>	<u>Annual - Wax</u>
28	LVT	104		Storage		67	67	0	67	0
29	LVT	105		Operator 8		103	103	103	0	0
30	LVT	107		Operator 7		103	103	103	0	0
31	LVT	109		Operator 6		97	97	97	0	0
32	LVT	110		Operator 5		97	97	97	0	0
33	LVT	112		Operator 4		97	97	97	0	0
34	LVT	115		Staff Restroom		60	60	60	0	0
35	LVT	117		Operator 1		115	115	115	0	0
36	LVT	118		Sterilization		61	61	61	0	0
37	LVT	119		Operator 2		91	91	91	0	0
38	LVT	120A		Dental Lab		50	50	50	0	0

Chestertown-New
126 Philosophers Terrace- Chestertown, MD

	A	B	C	D	E	F	G	H	I	J
39	LVT	121		Operatory 3		91	91	91	0	0
40	LVT	122		X-Ray		63	63	63	0	0
41	LVT	123		Patient Restroom		61	61	61	0	0
42	LVT	124		Corridors		645	645	645	0	0
43	LVT	101B		Waiting Area	495		495	495	0	0
44	LVT	162A		Corridor	210		210	210	0	0
45	LVT	154		LabCorp	85		85	85	0	0
46	LVT	157		Patient Restroom	51		51	51	0	0
47	LVT	155		Corridor	278		278	278	0	0
48	LVT	144		Exam 12	420		420	420	0	0
49	LVT	162		Corridor	126		126	126	0	0
50	LVT	165		Staff Restroom	58		58	58	0	0
51	LVT	150	151	Breakroom, Kitchenette	495		495	495	0	0
52	LVT	130		Corridor	420		420	420	0	0
53	LVT	148		Patient Restroom	62		62	62	0	0
54	LVT	130A		Corridor	435		435	435	0	0
55	LVT	127		MA Station	138		138	138	0	0
56	LVT	128		Family Practice Lab	66		66	66	0	0
57	LVT	129		Exam 1/Procedure	155		155	155	0	0
58	LVT	132		Exam 2	81		81	81	0	0
59	LVT	134		Exam 3	81		81	81	0	0
60	LVT	136		Exam 4	81		81	81	0	0
61	LVT	138		Exam 5	81		81	81	0	0
62	LVT	140		Exam 6	130		130	130	0	0
63	LVT	141		Exam 11	105		105	105	0	0
64	LVT	142		Staff Restroom	48		48	48	0	0
65	LVT	139		Exam 10	85		85	85	0	0
66	LVT	137		Exam 9	85		85	85	0	0
67	LVT	135		Storage	48		48	0	48	0
68	LVT	133		Exam 8	85		85	85	0	0
69	LVT	131		Exam 7	85		85	85	0	0
70					4489	1801	6290	6175	115	0

Easton Peds - Proposed
522 Cynwood Drive - Suites 300 400
Easton, MD

9/18/2023

<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Vacuum</u>	<u>Spot Vacuum</u>	<u>Annual Carpet Cleaning</u>
Carpet	103	104	Check out/Patient Services	234	234	0	234
Carpet	110		Office	115	115	0	115
Carpet	111		Office	115	115	0	115
Carpet	117		Triage	82	82	0	82
Carpet	122		BH Office	153	153	0	153
Carpet	124		Office	150	150	0	150
Carpet	132		Office	111	111	0	111
Carpet	133		BH Office	111	111	0	111
Carpet	202		Office	93	93	0	93
Carpet	203		Call Center	300	300	0	300
Carpet	204		Office	93	93	0	93
Carpet	206		Office	93	93	0	93
Carpet	101L		Lobby Left	65	65	0	65
Carpet	101R		Lobby Right	225	225	0	225
Pavers	100		Vestibule off 101 Walk Off	60	60	0	60
Pavers	200		Vestibule off Corridor 201	60	60	0	60
Pavers	124A		Vestibule off Office 124	60	60	0	60
Pavers	133A		Vestibule off BH Office 133	60	60	0	60
Walk Off Carpet	101 WO		Walk Off from Lobby	77	77	0	77
				2257	2257	0	2257
<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Floor Svc</u>	<u>Spot Service</u>	<u>Annual - Wax</u>
LVT	101		Lobby	275	275	0	0
LVT	102		Corridor	395	395	0	0
LVT	106		Sick Child Waiting	85	85	0	0
LVT	107		Restroom	56	56	0	0
LVT	108		Corridor	105	105	0	0

Easton Peds - Proposed
522 Cynwood Drive - Suites 300 400
Easton, MD

9/18/2023

LVT	112		Lab Services	129	129	0	0
LVT	113		Assessment 1	61	61	0	0
LVT	115		Assessment 2	61	61	0	0
LVT	116		Restroom	38	38	0	0
LVT	118		Corridor	103	103	0	0
LVT	119		Exam 101	104	104	0	0
LVT	120		Exam 104	109	109	0	0
LVT	121		Exam 102	104	104	0	0
LVT	123		Exam 103	104	104	0	0
LVT	125		Restroom	60	60	0	0
LVT	126		Corridor	140	140	0	0
LVT	127	127A	MA/Nurse Station 1 and Clinical Supply	164	164	0	0
LVT	128		Exam 108	104	104	0	0
LVT	129		Exam 105	104	104	0	0
LVT	130		Exam 107	104	104	0	0
LVT	131		Exam 106	104	104	0	0
LVT	134		Corridor	97	97	0	0
LVT	135		Restroom	54	54	0	0
LVT	138		Break Room	297	297	0	0
LVT	201		Corridor	307	307	0	0
LVT	205	205A	MA/Nurse Station 2 and Clinical Supply	80	80	0	0
LVT	207		Supply	62	0	62	0
LVT	209		Exam 201	108	108	0	0
LVT	210		Exam 202	108	108	0	0
LVT	211		Exam 203	108	108	0	0
LVT	212		Restroom	62	62	0	0
				3792	3730	62	0

Federalburg Building-Existing
215 Bloomingdale Ave - Federalburg, MD

9/18/2023

<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Floor Svc</u>	<u>Spot Service</u>	<u>Annual - Wax</u>
Ceramic Tile	10		Restroom	42	42	0	0
Ceramic Tile	15		Restroom	53	53	0	0
Ceramic Tile	23		Restroom	45	45	0	0
Ceramic Tile	29		Restroom	48	48	0	0
Ceramic Tile	36		Restroom	45	45	0	0
<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Floor Svc</u>	<u>Spot Service</u>	<u>Annual - Wax</u>
Medintech	11		Nurse Visit	200	200	0	0
Medintech	13	14	Nurse Station - Lab	210	210	0	210
Medintech	18		Draw Site	53	53	0	53
Medintech	31		Break Room	425	425	0	425
Medintech	32	33	Dental Lab - Sterilization	55	55	0	55
Medintech	35		Dental Lab	17	17	0	17
Medintech	40		Dental Op 5	80	80	0	80
VCT	2		Exam 1	110	110	0	110
VCT	3		Exam 2	110	110	0	110
VCT	4		Exam 3	110	110	0	110
VCT	7		Exam 4	110	110	0	110
VCT	8		Exam 5	110	110	0	110
VCT	17		Exam 6	93	93	0	93
VCT	19		Exam 7	117	117	0	117
VCT	21		Exam 8	106	106	0	106
VCT	22		Exam 9	110	110	0	110
VCT	34		Panoramic X-Ray	30	30	0	30
VCT	41		Dental Op 3 and 4	150	150	0	150
VCT	42		Dental Op 1 and 2	150	150	0	150
				2579	2579	0	2146

Federalsburg Building-New
320 Hargraves Drive - Federalsburg, MD

	A	B	C	D	E	F	G	H
40	<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Floor Svc</u>	<u>Spot Service</u>	<u>Annual - Wa:</u>
41	LVT	002		Lobby and Patient Services	880	880	0	0
42	LVT	004		Corridor	271	271	0	0
43	LVT	005		Patient Restroom	56	56	0	0
44	LVT	006		Staff Restroom	45	45	0	0
45	LVT	007		Storage	26	0	26	0
46	LVT	009		Staff Restroom	45	45	0	0
47	LVT	010		Patient Restroom	56	56	0	0
48	LVT	101		Exam 1	104	104	0	0
49	LVT	102		Exam 2	104	104	0	0
50	LVT	103		Exam 3	104	104	0	0
51	LVT	104		Exam 4	139	139	0	0
52	LVT	105		Lab Corp Draw Site	144	144	0	0
53	LVT	106		Storage	19	0	19	0
54	LVT	107		Patient Restroom	46	46	0	0
55	LVT	108		Housekeeping Closet	83	0	83	0
56	LVT	109		Walk Up Services	117	117	0	0
57	LVT	111		Patient Restroom	72	72	0	0
58	LVT	112	113	MA Station and Lab	355	355	0	0
59	LVT	114		Staff Restroom	54	54	0	0
60	LVT	117		Corridor	472	472	0	0
61	LVT	118		Corridor	274	274	0	0
62	LVT	205		Exam 5	104	104	0	0
63	LVT	206		Exam 6	104	104	0	0
64	LVT	207		Exam 7	104	104	0	0
65	LVT	208		Exam 8	104	104	0	0
66	LVT	209		Exam 9	104	104	0	0
67	LVT	210		Exam 10	104	104	0	0
68	LVT	211		Exam 11	104	104	0	0
69	LVT	212		Exam 12	104	104	0	0
70	LVT	213		Exam 13	187	187	0	0
71	LVT	216		FP Storage	98	0	98	0
72	LVT	224	227	Corridor and half of the Floating Work Space	454	454	0	0
73	LVT	225	227	Corridor and half of the Floating Work Space	445	445	0	0
74	LVT	225		Corridor	266	266	0	0
75	LVT	304	304B,304C,304D	Men's Restroom	222	222	0	0
76	LVT	306	306B,306C,306D,306E	Ladies Restroom	265	265	0	0
77	LVT	311		Medical Gas Bottle Storage	31	0	31	0
78	LVT	312		Bio Hazard Red Box	32	32	0	0
79	LVT	313		Clean Dental Scrubs	78	78	0	0
80	LVT	314		Corridor	416	416	0	0

Federalburg Building-New
320 Hargraves Drive - Federalburg, MD

	A	B	C	D	E	F	G	H
81	LVT	315		Residents Conference Room	194	194	0	0
82	LVT	316		Medical Residents Lounge	198	198	0	0
83	LVT	317		Dental Residents Lounge	172	172	0	0
84	LVT	318		Break Room	668	668	0	0
85	LVT	319		Community/Group Room	374	374	0	0
86	LVT	401		Operator 1	108	108	0	0
87	LVT	402		Operator 2	108	108	0	0
88	LVT	403		Operator 3	108	108	0	0
89	LVT	404		Operator 4	108	108	0	0
90	LVT	407		Medical Gas Bottle Storage	44	0	44	0
91	LVT	408		Dental Storage	235	0	235	0
92	LVT	412		Housekeeping Closet	77	0	77	0
93	LVT	413		Pan	80	80	0	0
94	LVT	414		Corridor	354	354	0	0
95	LVT	415		Corridor	314	314	0	0
96	LVT	416		Staff Restroom	54	54	0	0
97	LVT	505		Operator 5	108	108	0	0
98	LVT	506		Operator 6	108	108	0	0
99	LVT	507		Operator 7	108	108	0	0
100	LVT	508		Operator 8	168	168	0	0
101	LVT	509		Operator 9	108	108	0	0
102	LVT	510		Operator 10	108	108	0	0
103	LVT	511		All Services Patient Consult	150	150	0	0
104	LVT	515		Sterilization	173	173	0	0
105	LVT	517		Dental Lab	98	98	0	0
106	LVT	518		Patient Restroom	54	54	0	0
107	LVT	519		Storage	44	0	44	0
108	LVT	520		Corridor	400	400	0	0
109	LVT	521		Corridor	376	376	0	0
110					11991	11334	657	0

Goldsboro Health Center
316 Railroad Avenue - Goldsboro, MD

9/18/2023

<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Vacuum</u>	<u>Spot Vacuum</u>	<u>Annual Carpet Cleaning</u>
Carpet - Walkoff	101	101-A,135	Entry Foyer and rear entrances	200	200	0	200
Carpet	102A	102B	Lobby Partial	420	420	0	420
Carpet	103		Office	80	80	0	80
Carpet	104		Lobby Partial	300	300	0	300
Carpet	106		Office	92	92	0	92
Carpet	107		Front Office Medical	590	590	0	590
Carpet	108		Behavioral Health	105	105	0	105
Carpet	112		Office	100	100	0	100
Carpet	115		Office	90	90	0	90
Carpet	121		Triage	78	78	0	78
Carpet	128		Office	100	100	0	100
Carpet	134		Office	90	90	0	90
Carpet	140		Front Office Dental	515	515	0	515
Carpet	148		Dental Staff	110	110	0	110
Carpet	149		Office	90	90	0	90
Carpet	150		Office	90	90	0	90
Carpet	151		Office	90	90	0	90
				3140	3140	0	3140
<u>Floor Type</u>	<u>Room/Area #'s</u>	<u>Additional Rooms</u>	<u>Description</u>	<u>Square Footage</u>	<u>Routine Floor Svc</u>	<u>Spot Service</u>	<u>Annual - Wax</u>
LVT	110		Hallways	788	788	0	0
LVT	135		Hallway	256	256	0	0
LVT	159	160	Hallway and Pan X-Ray Area	300	300	0	0

Goldsboro Health Center
316 Railroad Avenue - Goldsboro, MD

9/18/2023

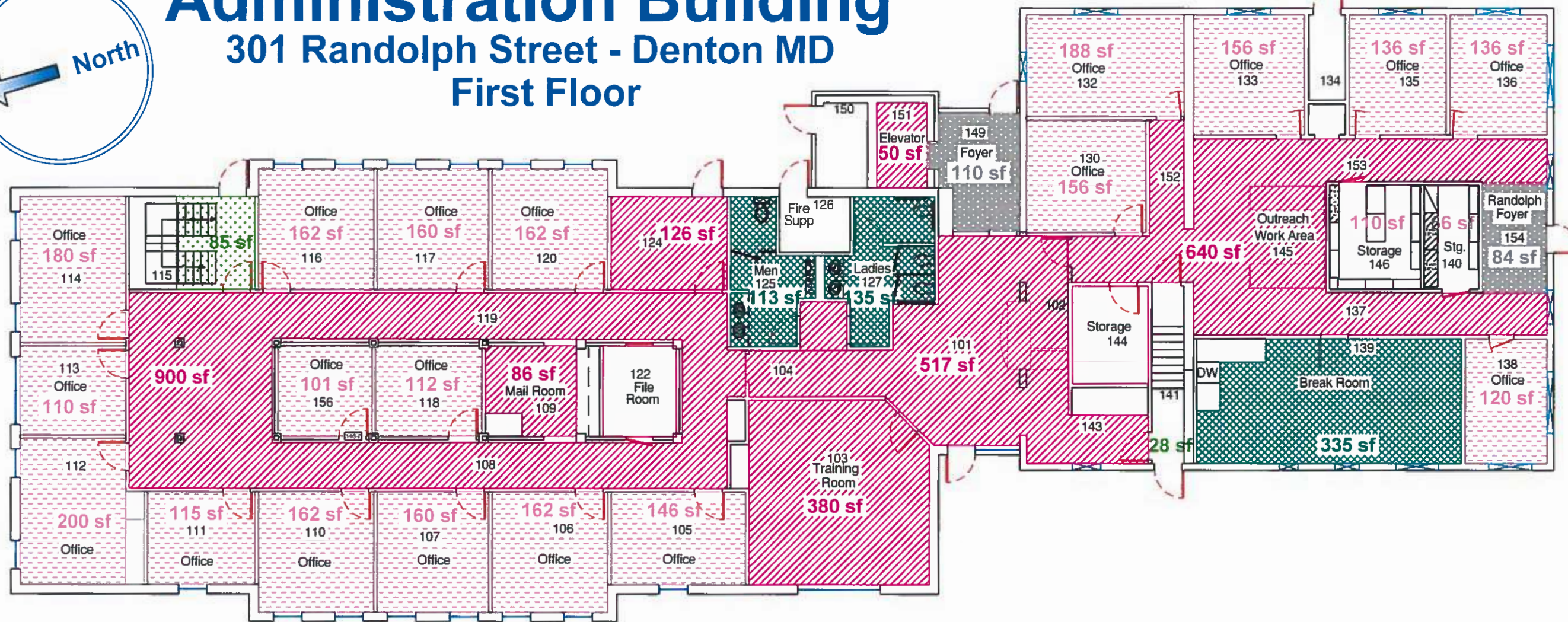
LVT	161		Sterilization	40	40	0	0
LVT	163		Hallway	300	300	0	0
LVT	102C		Lobby Partial	400	400	0	0
Pre-Finished Vinyl	141	142	Dental Ops 1 & 2	172	172	0	172
Pre-Finished Vinyl	143		Dental Op 3	102	102	0	102
Pre-Finished Vinyl	144	145	Dental Ops 4 & 5	172	172	0	172
Pre-Finished Vinyl	146	147	Dental Ops 6 & 7	172	172	0	172
Pre-Finished Vinyl	152		Dental Lab	86	86	0	86
Pre-Finished Vinyl	156		Restroom	38	38	0	38
VCT	105		Restroom	50	50	0	50
VCT	109		Restroom	35	35	0	35
VCT	111		Exam 1	125	125	0	125
VCT	113		Exam 2	98	98	0	98
VCT	114		Exam 3	98	98	0	98
VCT	116		Exam 4	100	100	0	100
VCT	117		Exam 5	100	100	0	100
VCT	118		Exam 6	100	100	0	100
VCT	119		Nurse Station	170	170	0	170
VCT	122		Restroom	35	35	0	35
VCT	123		Exam 7	90	90	0	90
VCT	124		Exam 8	90	90	0	90
VCT	125		Housekeeping Closet	12	12	0	12
VCT	126		Storage Room Medical	75	0	75	0
VCT	130		Exam 9	112	112	0	112
VCT	131		Restroom	48	48	0	48
VCT	132		Restroom	48	48	0	48
VCT	133		Breakroom	550	550	0	550
VCT	136		Housekeeping Closet	25	0	25	0
				4787	4687	100	2603

Exhibit F

Administration Building

301 Randolph Street - Denton MD

First Floor

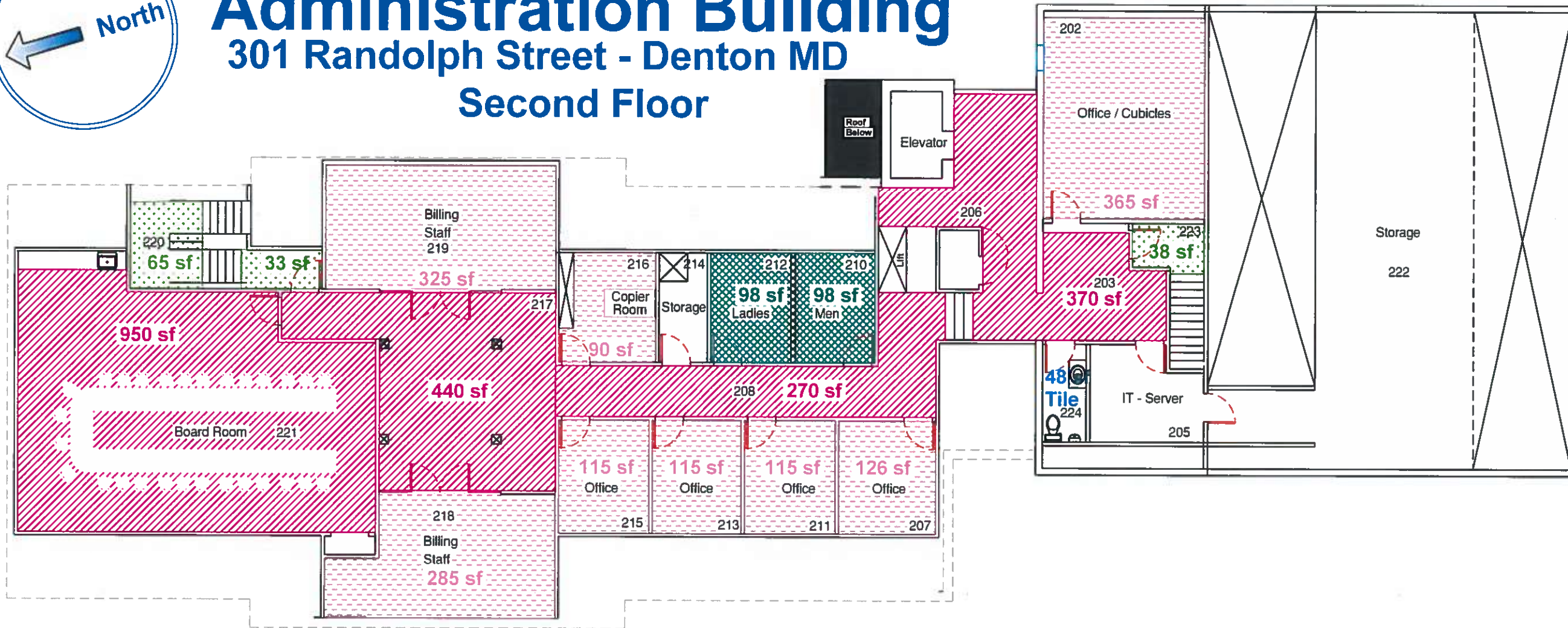




Administration Building

301 Randolph Street - Denton MD

Second Floor

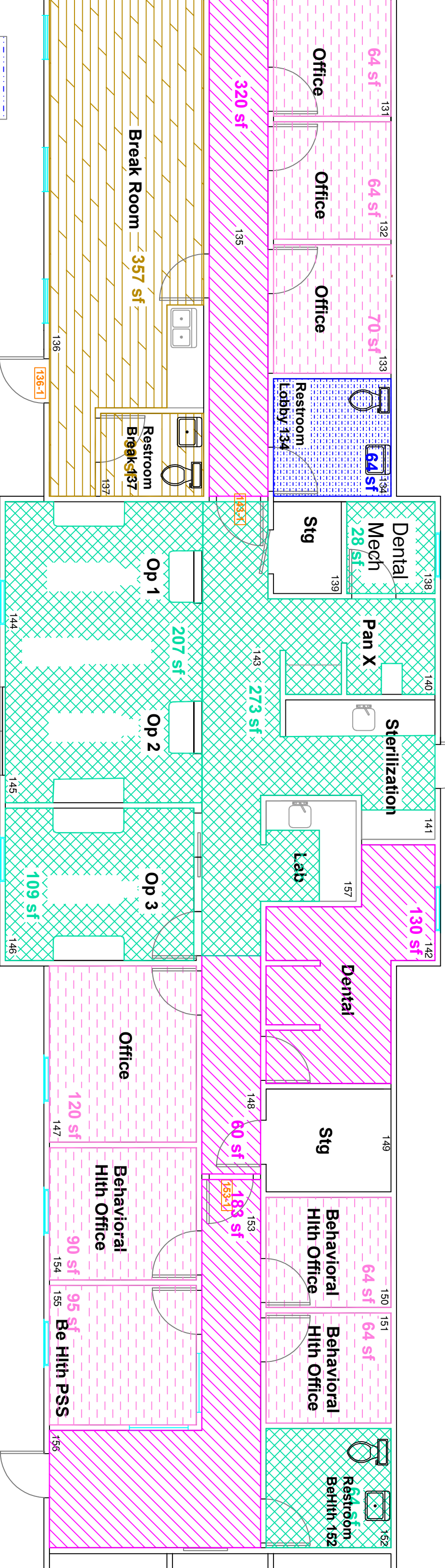


- VCT
- Carpet - Offices & Other
- Vinyl - Made Tech
- Carpet - Hallways and Common Areas

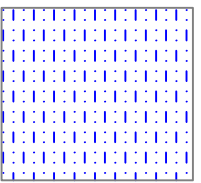
Unit 5

Unit 6

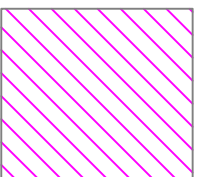
Unit 7



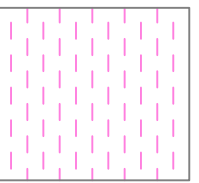
Vinyl Sheet - Pre Finished



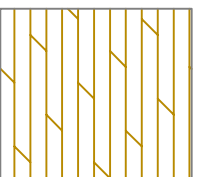
Carpet - Hallways and Common Areas



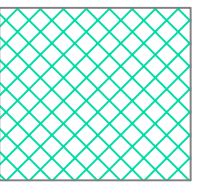
Carpet - Offices & Other

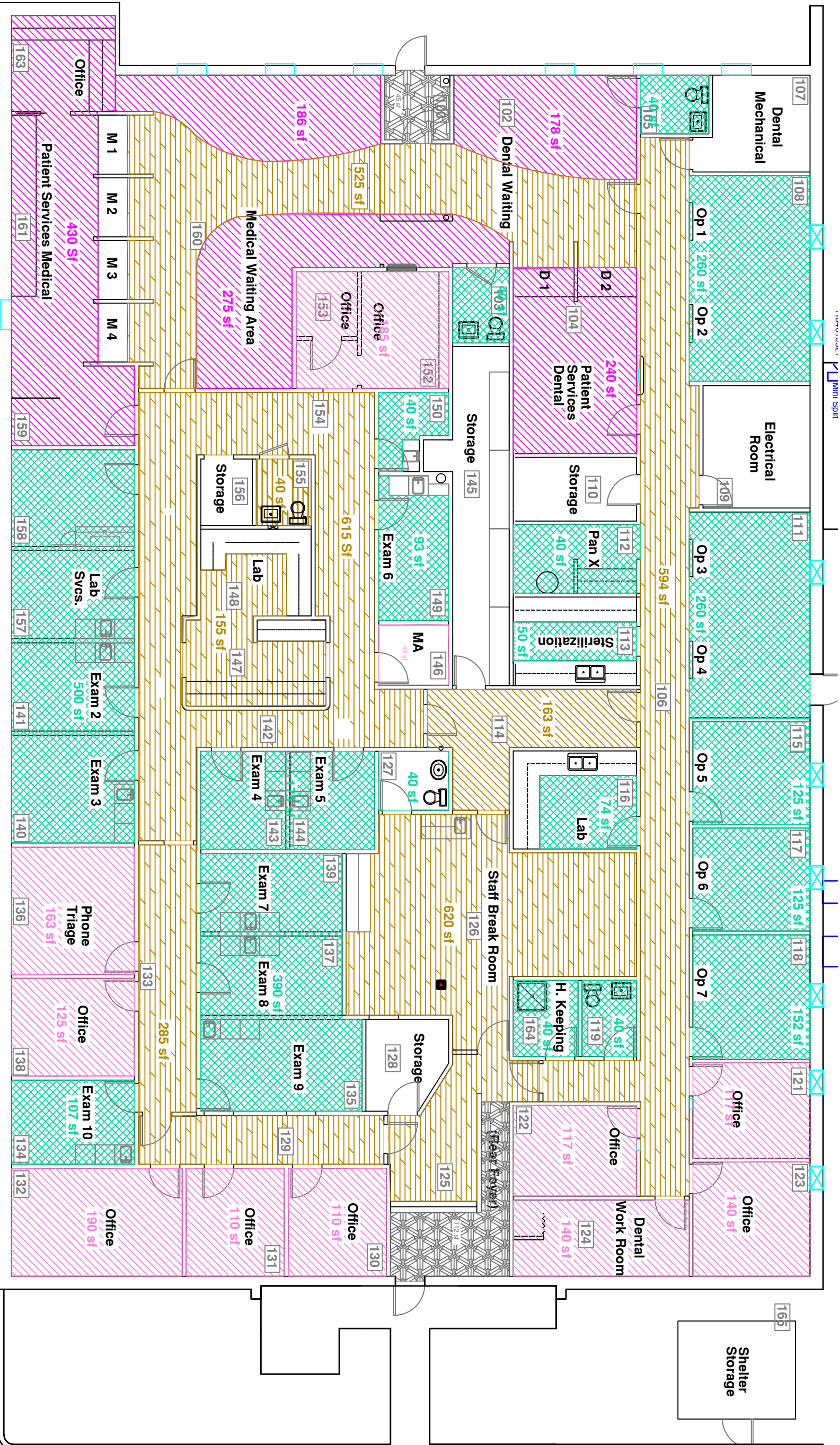


LVT - Luxury Vinyl Tile (Plank)



Vinyl - Medintech





LEVEL 1
DENTAL SUITE

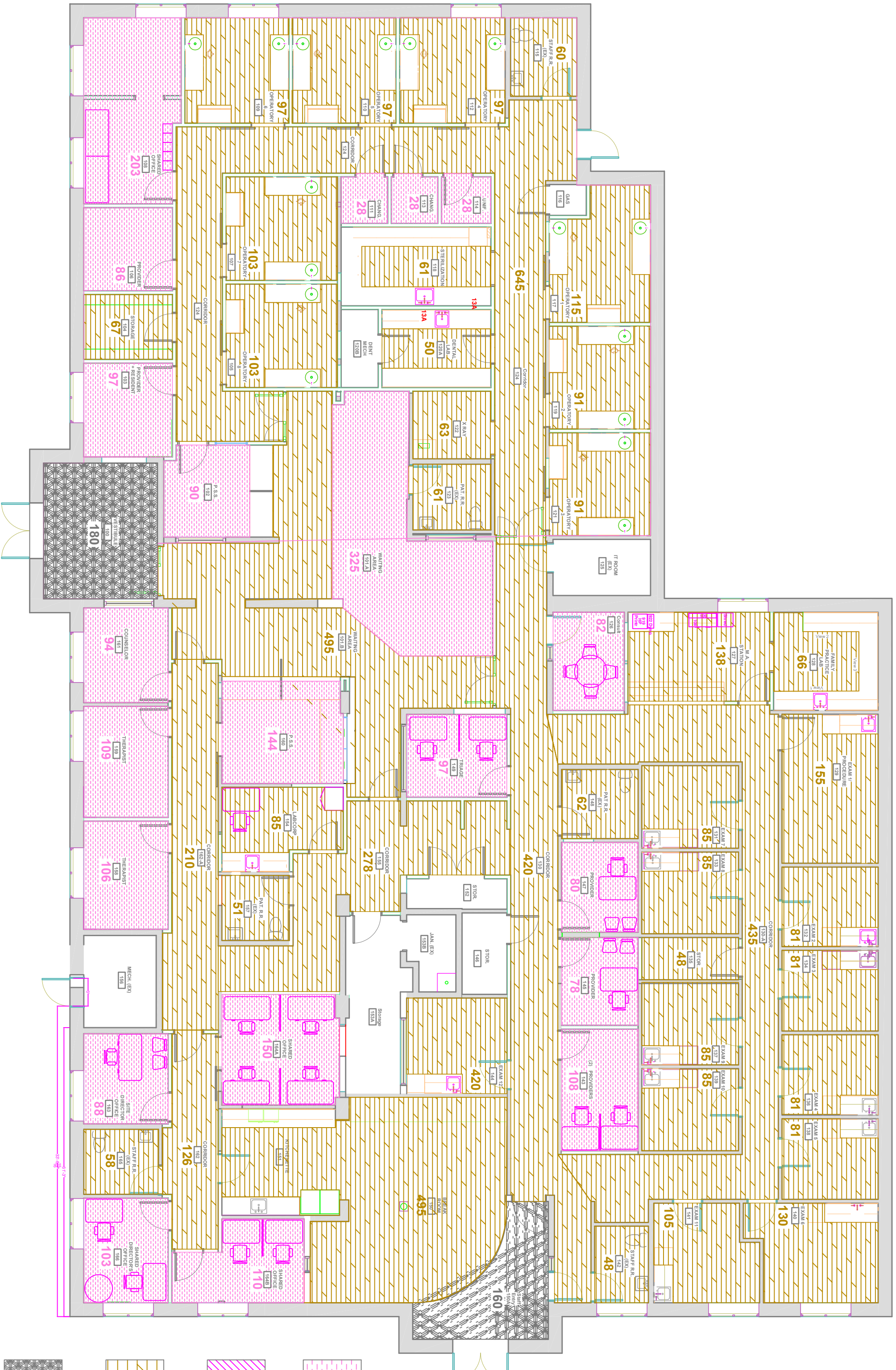
Carpet - Offices & Other

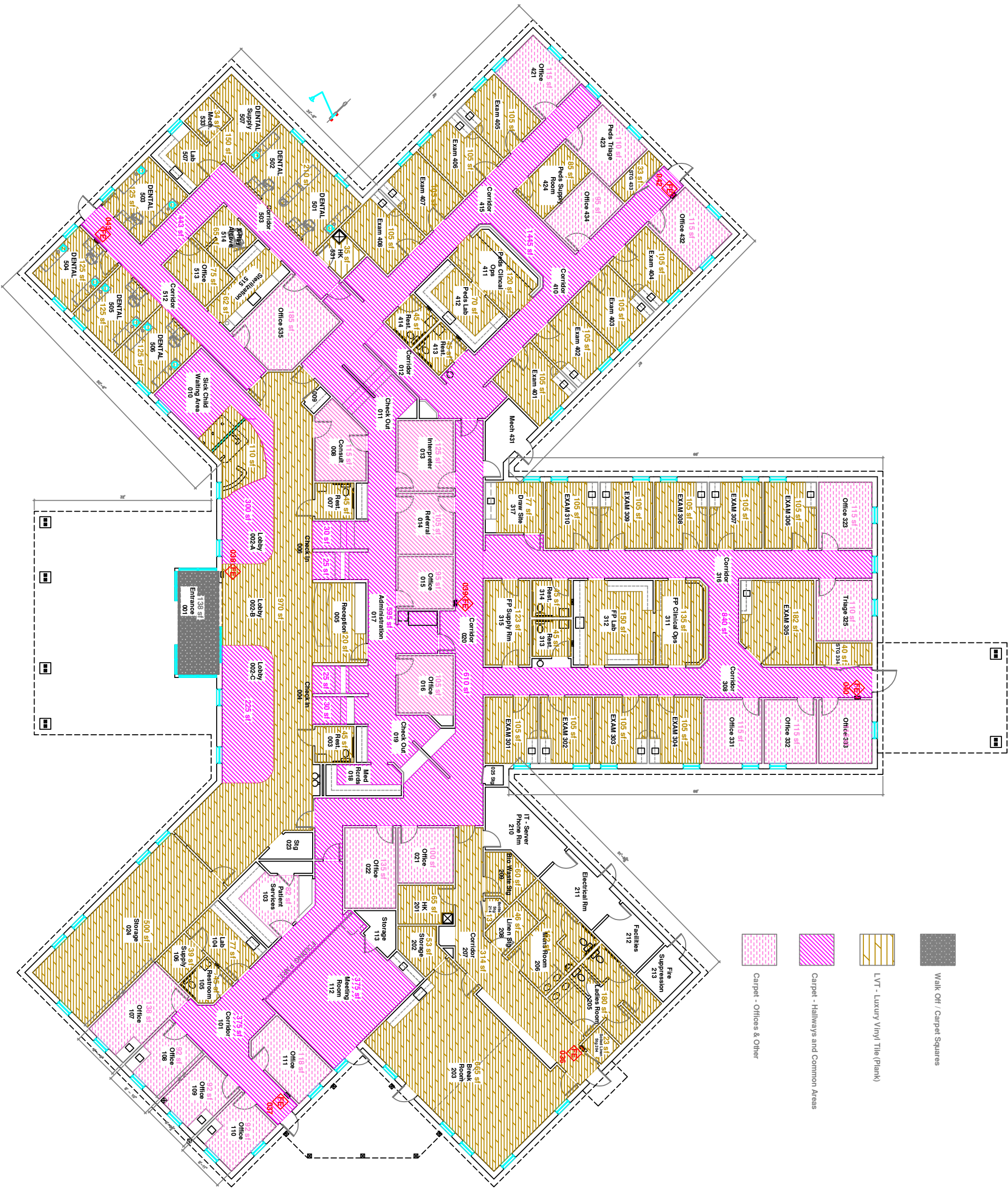
Vinyl - Medlinch

Carpet - Hallways and Common Areas

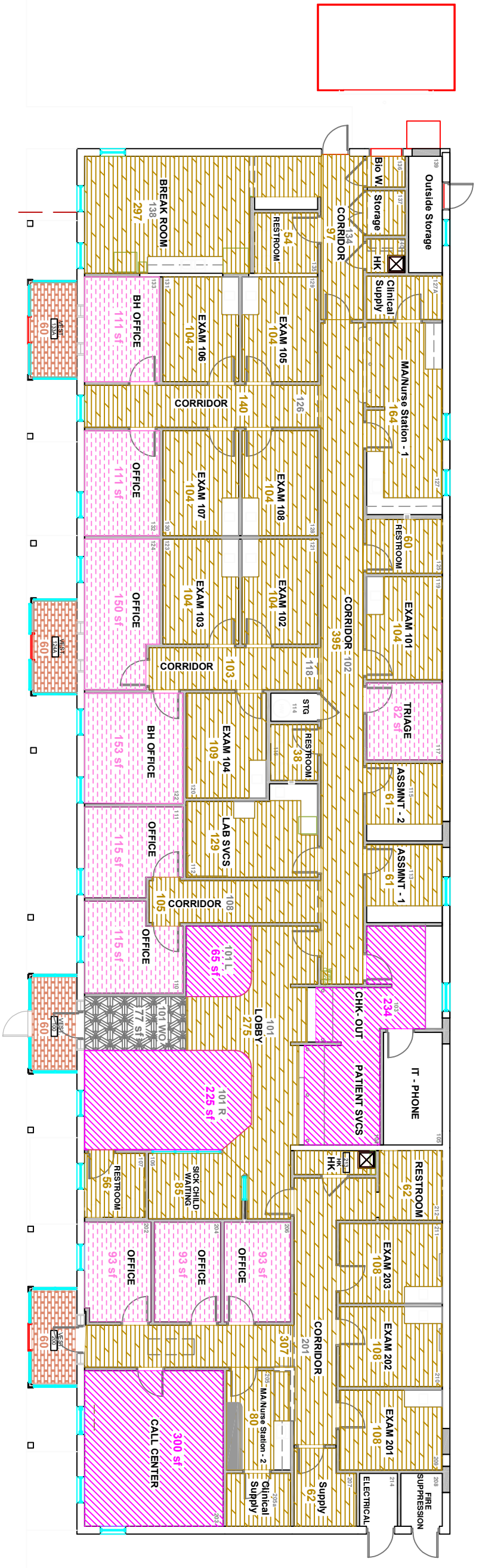
LVT - Luxury Vinyl Tile (Plank)

Walk Off / Carpet Squares





- Walk Off / Carpet Squares
- LVT - Luxury Vinyl Tile (Plank)
- Carpet - Hallways and Common Areas
- Carpet - Offices & Other



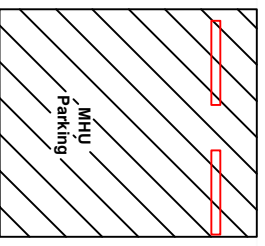
Carpet - Offices & Other

Carpet - Hallways and Common Areas

LVT - Luxury Vinyl Tile (Plank)

Walk Off / Carpet Squares

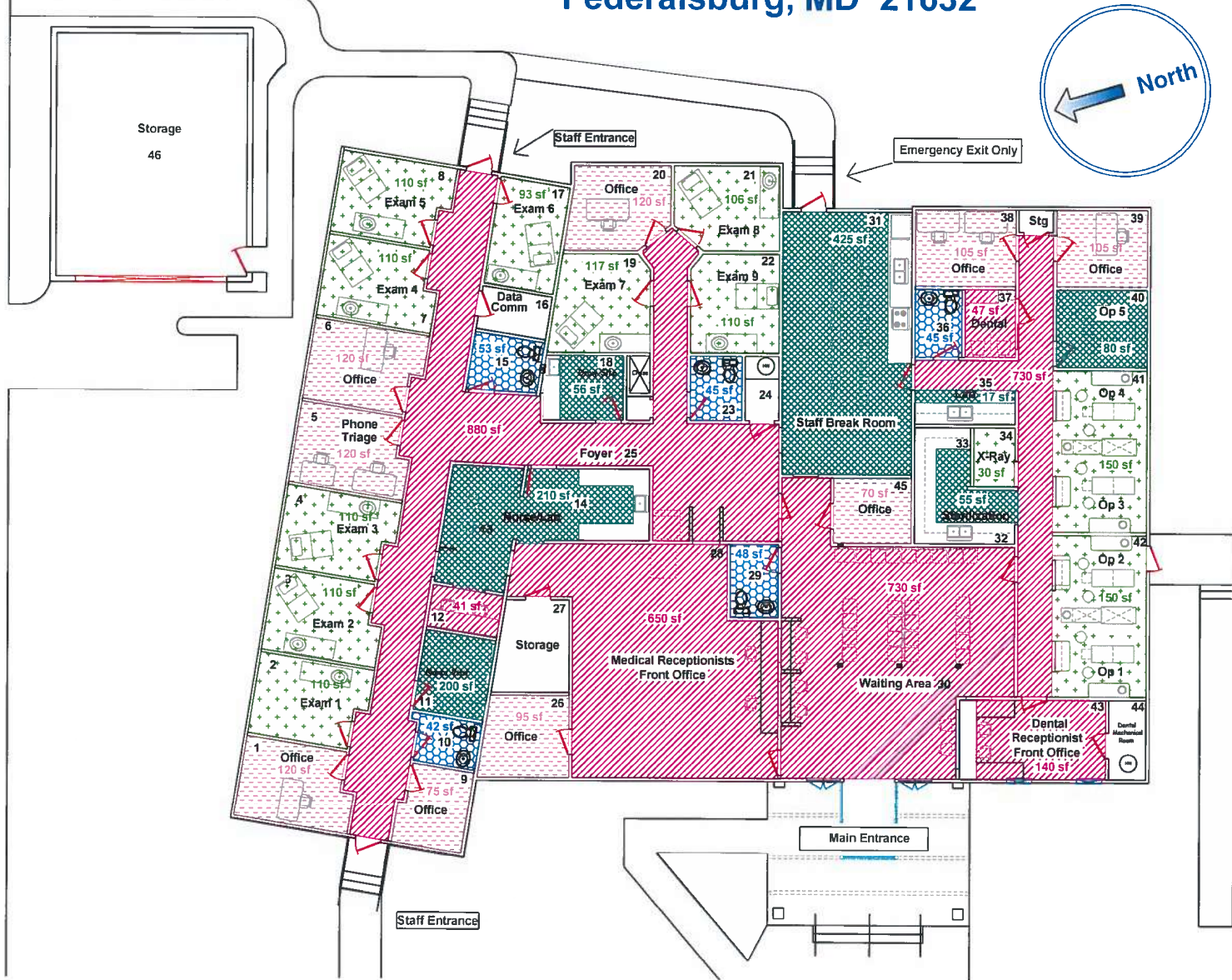
Pavers










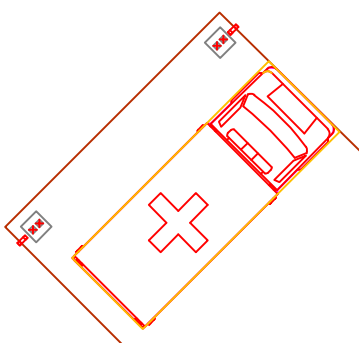
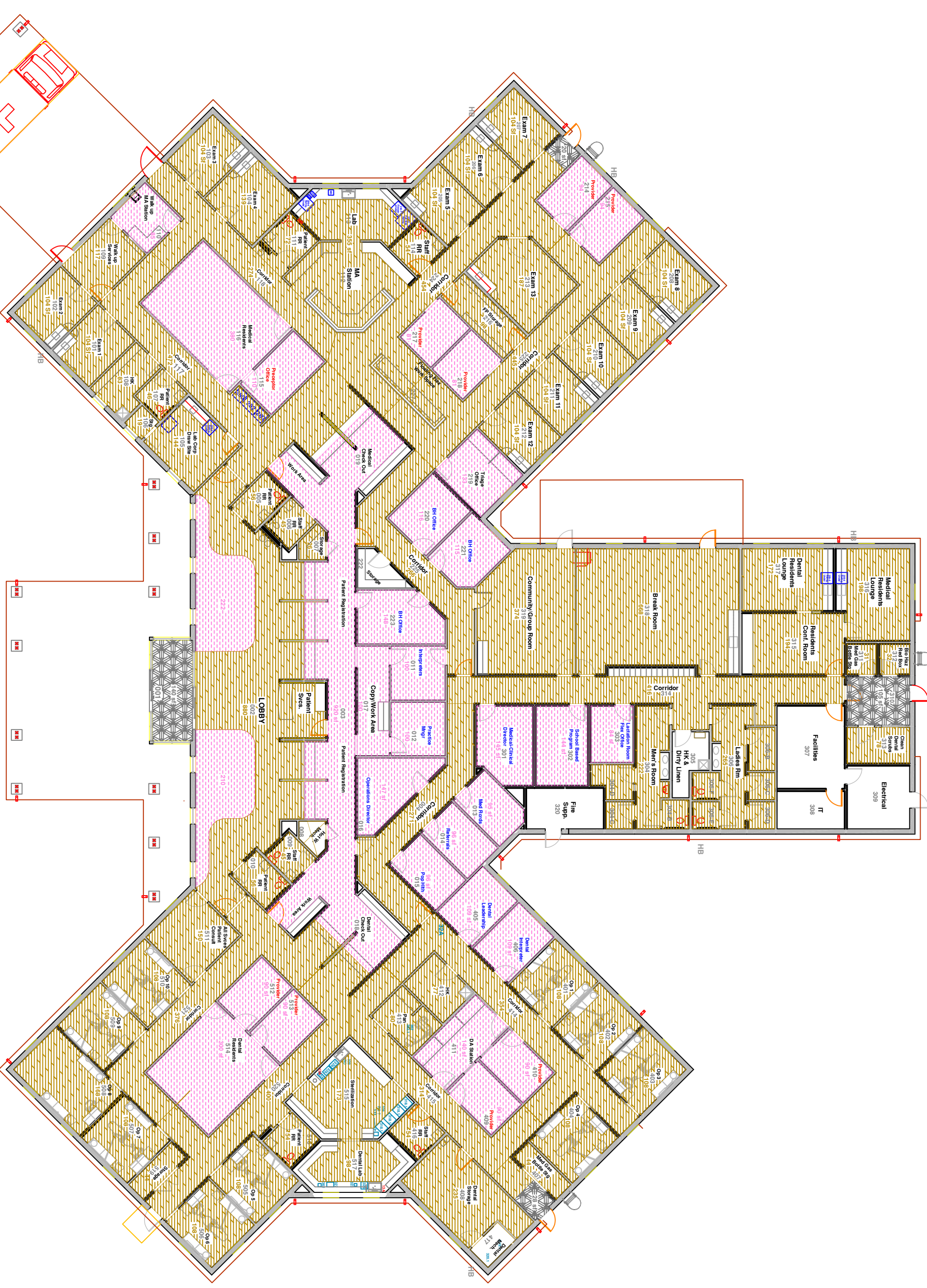
MHU Parking

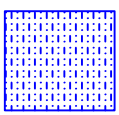
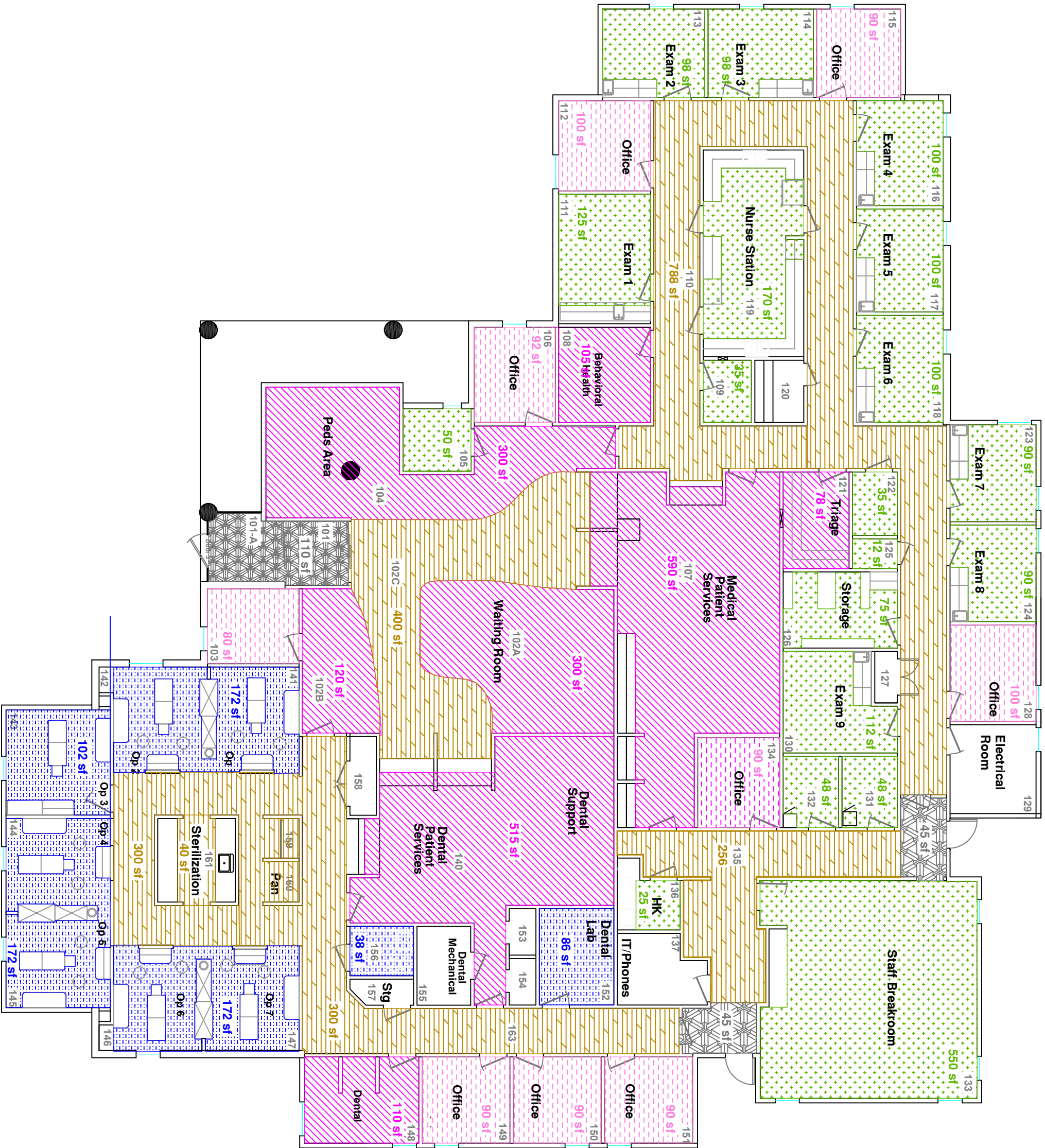
CCHS Federalsburg Medical & Dental Center

215 Bloomingdale Avenue Federalsburg, MD 21632



-  VCT
-  Carpet - Offices & Other
-  Vinyl - Meditech
-  Carpet - Hallways and Common Areas
-  LVT - Luxury Vinyl Tile (Plank)
-  Walk Off / Carpet Squares
-  Ceramic Tile





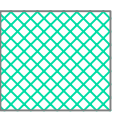
Vinyl Sheet - Pre Finished



VCT



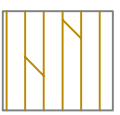
Carpet - Offices & Other



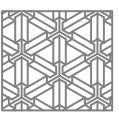
Vinyl - Medintech



Carpet - Hallways and Common Areas



LVT - Luxury Vinyl Tile (Plank)



Walk Off / Carpet Squares