**Exhibit Seven**

Recreation Center (REC)

The Recreation Center is 27,000 sq. ft. located at 1832 West Road (same building and same location - former address was 7779 Knight Road)

The Recreation Center is open 5:30am-10pm Monday- Friday and 8am-8pm Saturday and 10am-8pm on Sunday. Housekeeping is required seven days per week during non-peak business hours. Desired time of day porters is for one to work 6:30am-2:30pm and one to work 8:30am-3:30pm. No need for anyone between 5-10pm weekdays. Two porters are needed during the weekday shifts, (1 male/1 female required); typically, only one porter is needed on weekends and both porters on one-day open holidays; adequate staff count is needed for after hour cleaning. The Recreation Center is open on most one-day holidays and only closes for Thanksgiving and Christmas major days. The Recreation Center is usually open holiday hours between Christmas and New Years’ depending on how the holidays are observed and business operation needs. This site requires two porters when open on holidays to work for at least a five hour period each.

1. AFTER HOUR SERVICE: Adequate staff count is needed for after hour cleaning of specific areas only. The main areas in need of service after hours includes but is not limited to locker/shower rooms and floors, cleaning of the Family restroom, dust mopping of all the concrete hallway floors, and wet mopping of rubber exercise floors in the cardio and weight areas. Dusting of ceiling fans & TV’s and replacement of towels in the cardio equipment. Also includes general trash pickup and replacement of paper/supplies in locker rooms and general areas. No individual office cleaning is required after hours.
2. Recreation Center Requirements
3. Contractor will be required to have a backup to provide housekeeping services in the event the key employee designated to the Recreation Center is ill or on vacation. This facility is to be covered during the requested hours. Porters cannot be redirected from this facility.

1. University housekeeping Contractor’s supervisor shall conduct regular checks to ensure the cleaning specifications and schedule is being met in the recreation center. Log sheets are to be updated and available on site.
2. All office related areas in the Recreations Center are to follow the same guidelines for cleaning general office areas as outlined in the University specifications see Matrix 1, **with the following exceptions:**

* **Locker room shower walls & floors special cleaned bi-monthly at least six (6) times per year -** (Sept/Oct, December, February, April, June, and Aug)
* **Rubber floors in cardio, weight and group fitness areas/room special cleaned at least three (3) times per year at end of each semester–** (Dec, May & Aug)
* **Concrete hallways special cleaned at least three (3) times per year** (Dec, April, and Aug)
* **Carpet cleaning two (2) times per year** – (Nov & May or Feb & Aug)

Schedule will be confirmed with the director of the Recreation Center.

1. **Listed below are items contractor needs to be aware of servicing the Recreation Center.**

* Women’s shower drain issue- the female porter and after hours staff are required to remove hair build up on shower drain grates on a daily basis or else the water will back up. The Rec Center schedules quarterly PM Service with plumbing company to clean out the drains, which helps reduce the amount of hair build up and clogging.
* Men’s locker room has four waterless urinals.

3. Locker Rooms and Recreation Areas

1. Dust mop concrete hallway floors, making sure they are free of debris and foreign matter.
2. Spray buff the concrete hallways floors as applicable at least one (1) time per week.
3. Wet mop floors with disinfectant solution matter. Mops are ineffective on the locker room flooring installed at this site.
4. High & Low dusting: dust baseboards, corners, edges, sills, blinds, vents, furniture, frames, partitions, light fixtures, doors and walls, shelves or ledges, window ledges and mullions.
5. Clean all surfaces using pre-approved disinfectants pre-approved by University.
6. Floor vendor recommends self-contained mechanical scrubber with the 3M red or blue cleaning pad. In addition, a hard bristle deck broom is effective for small applications. Scrub the floor with deck broom and cleaner and then rinse and vacuum from the floor surface. Use of a flat squeegee to remove cleaning solutions to drains and will leave the floor fairly dry. Floor cleaning of this nature should take place two (2) times per week or as applicable.
7. Dust exterior and top of lockers weekly.
8. Damp wipe locker surfaces with disinfectant solution matter once per month.
9. Clean and disinfect all other related fitness areas on a daily basis.
10. All fitness exercise equipment must be cleaned and sanitized daily or twice daily depending on volume of activity, using University approved cleaning products. Recreation Center staff will provide training to Contractor.

4. Shower Rooms in Fitness Centers and Other University locations as Applicable

1. Dust mop concrete hallway floors, making sure they are free of debris and foreign matter.
2. Spray buff the concrete hallways floors as applicable at least once weekly.
3. Wet mop floors using a disinfectant solution material. *Mops are ineffective on the locker room and shower flooring installed at this site*.
4. Floor vendor recommends self-contained mechanical scrubber with the 3M red or blue cleaning pad. In addition, a hard bristle deck broom is effective for small applications. Scrub the floor with deck broom and cleaner and then rinse and vacuum from the floor surface. Use of a flat squeegee to remove cleaning solutions to drains and will leave the floor fairly dry. Floor cleaning of this nature should take place two (2) times per week or as applicable.
5. Use appropriate pre-approved cleaners to spray showers or mold.
6. Dust exterior and top of lockers weekly.
7. Damp wipe ceramic tile walls with disinfectant solution.
8. Damp wipe all partitions with disinfectant solution.
9. Damp wipe locker surfaces with disinfectant solution once per month.
10. Clean and disinfect all other related surfaces on a daily basis.
11. High & Low dusting: dust baseboards, corners, edges, sills, blinds, vents, furniture, frames, partitions, light fixtures, doors and walls, shelves or ledges and all window ledges and mullions.
12. All fitness equipment must be cleaned and sanitized daily or twice daily depending on volume of activity, using University approved cleaning products. Recreation Center staff will provide training to Contractor.

5. Racquetball Court

**Services to be performed a minimum of once every day.**

1. Empty trash receptacles.
2. Damp wipe receptacles.
3. Sweep all areas and making sure they are free of debris.
4. Spot clean walls in courts; remove black marks on walls
5. Dust mop floors in courts; remove black marks on floor
6. Damp mop floors in courts as per flooring specifications
7. Scrub walls quarterly