

QAE Sig.: _____

Date: ___ / ___ / ___

Contractor's Rep. Sig.: _____

Date: ___ / ___ / ___

GROUNDS MAINTENANCE INSPECTION REPORT

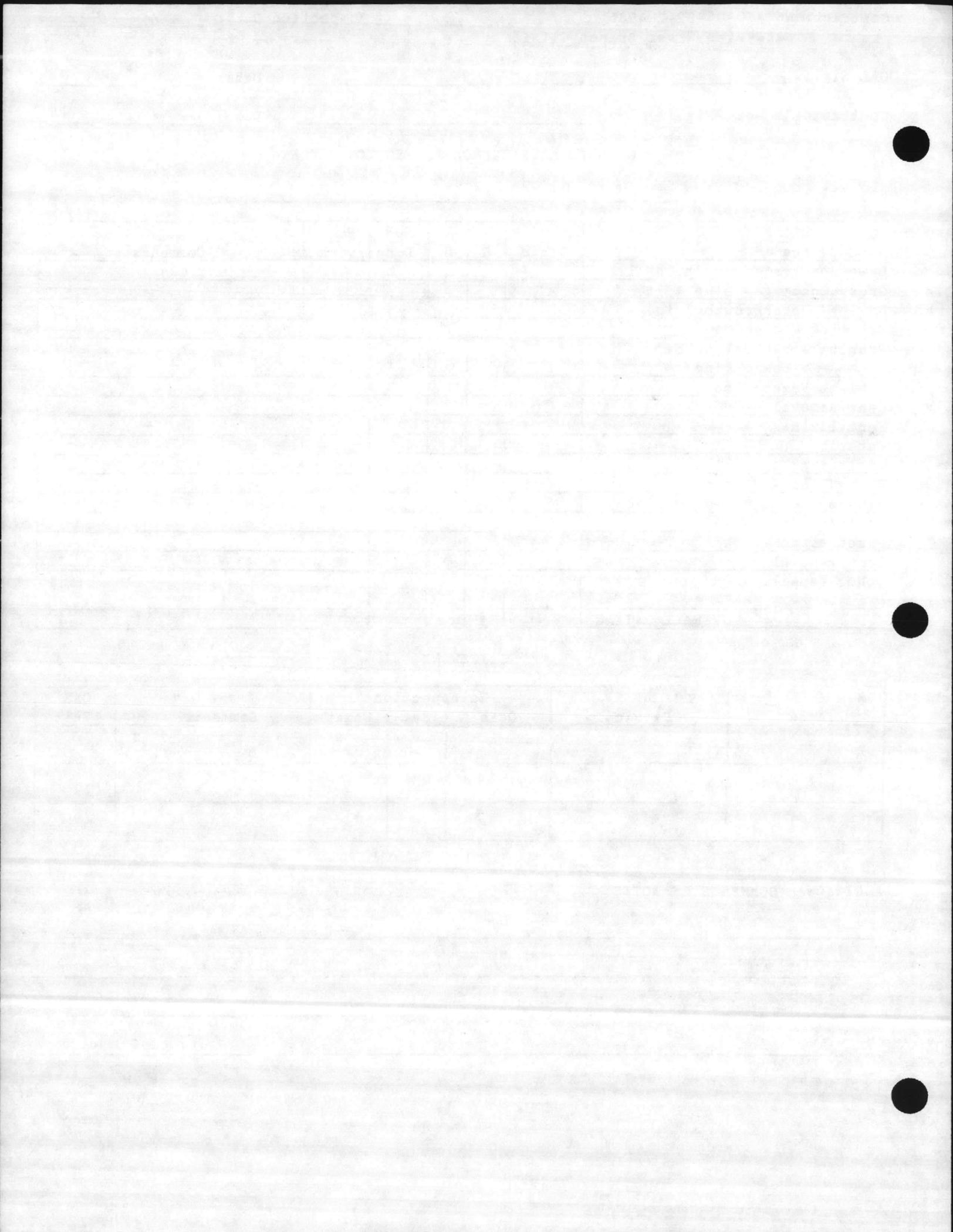
Area(s) Inspected: _____

Services	Req'd	S	U	Not Done	Re-work	Comments
Lawn Appearance-green, healthy						
Grass Cutting - 2 to 4 in.						
Edging - overgrowth 1 in.						
Trimming - each mowing						
Pruning - natural, clear power lines						
Replace Vegetation						
Leaf Removal						
Fertilizing						
Watering						
Replacing Vegetation						
Fence Line - 2 to 8 in.						
Ditches - cut to water line						
Drainage System						
Paved Areas						
Snow Removal						
Other (specify)						
OVERALL RATING						

REWORK

Area	Service	Reinspection			Comments	QAE Init.
		Date	Sat	Unsat		

ADDITIONAL COMMENTS OR NOTES:



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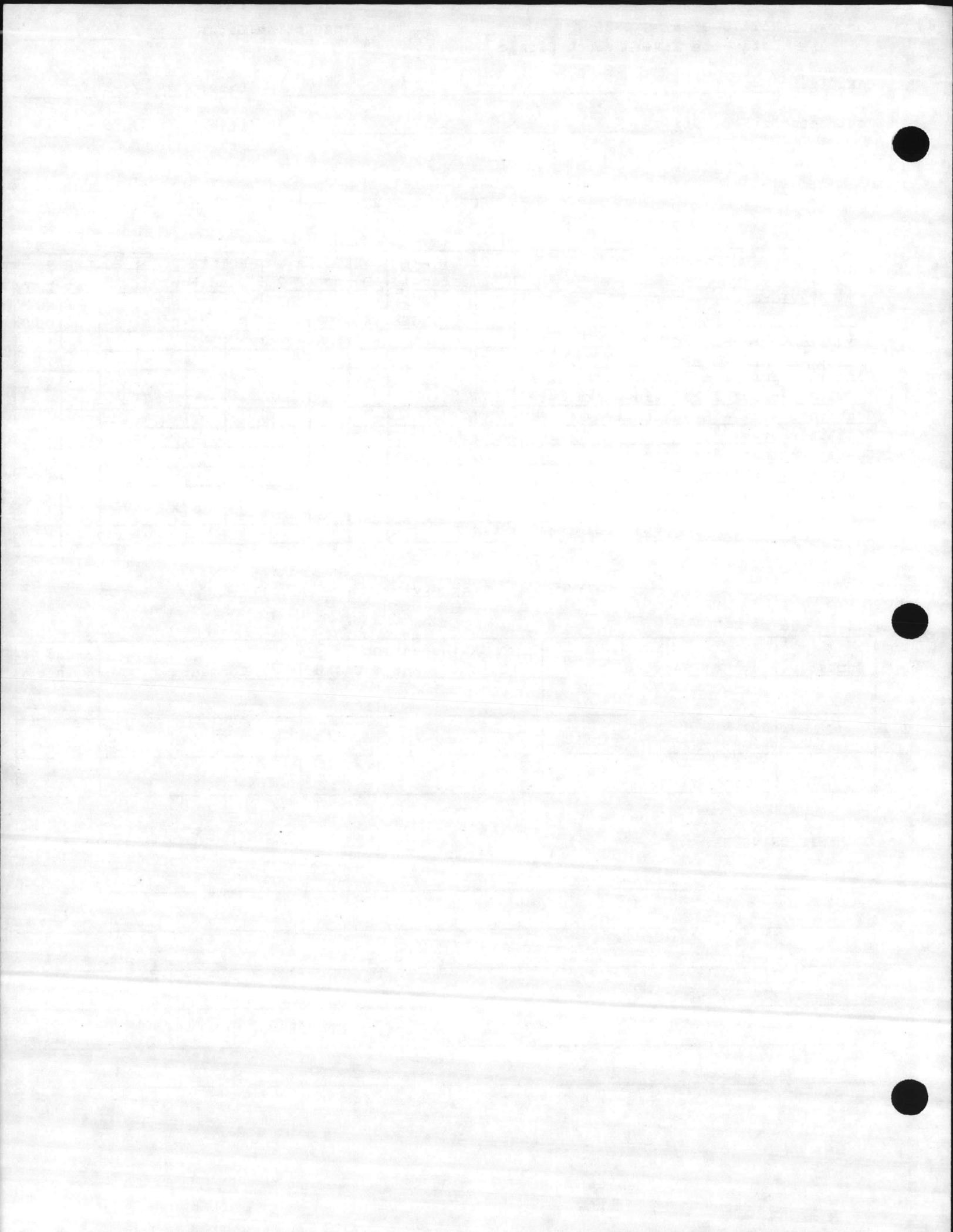
REFUSE COLLECTION
 INSPECTION REPORT

SERVICES	BLDG. A Dumpster 1			BLDG. A Dumpster 2			BOILER P Dumpster 3			BOILER P Dumpster 4		
	S	U	NOT DONE	S	U	NOT DONE	S	U	NOT DONE	S	U	NOT DONE
	Dumpster emptied											
No spillage												
Container position - no interference with parking lots, sidewalks, etc												
Container size - 8 cubic yards												
Container type												
Container in good repair												
Quarterly cleaning												
Other (specify)												
OVERALL RATING												

REWORK

Dumpster	Service	Reinspection			Comments	QAE Init.
		Date	Sat	Unsat		

COMMENTS OR NOTES:



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CUSTODIAL SERVICES INSPECTION REPORT

SPACE - SERVICE CLASS (A, B, C, D, or E)	-				-			
	S	U	NOT DONE	REWORK	S	U	NOT DONE	REWORK
CLASS A SERVICES								
D - Sweeping								
D - Vacuuming								
D - Empty waste basket								
D - Dusting								
2W- Damp mopping								
Other (specify)								
CLASS B SERVICES								
D - Sinks clean								
D - Toilets clean								
D - Urinals clean								
D - Floors								
D - Partitions								
D - Walls								
D - Mirrors								
D - Soap dispenser								
D - Toilet paper dispenser								
D - Paper towel dispenser								
D - Waste cans emptied								
Other (specify)								
CLASS C SERVICES								
W - Vacuum								
3W- Walls								
3W- Hardware								
3W- Furniture								
3W- Waste cans emptied								
3W- Drinking fountains clean								
3W- Furniture								
Other (specify)								
CLASS D SERVICES								
3W- Sweeping								
3W- Dusting								
Other (specify)								
CLASS E SERVICES								
W - Sweeping								
W - Dusting								
W - Waste cans emptied								
Other (specify)								
OVERALL RATING								

notes, comments, and rework inspections should be reported on back of page.

