

## ANNEX A1

## WAPITI AND WHISTLERS CAMPGROUND

## CLEANING LEVEL OF SERVICE

Location	Jasper		
Campground Washroom/Shower Locations:	Wapiti and Whistlers Campgrounds		
Number of campsites	1147 campsites; 915 with fireboxes		
Number and type of buildings to be cleaned and approximate size/area			
Type of Building	Number	total floor area/type of floor	# of fixtures/stalls
Whistlers washrooms	27	19 sq. m/concrete	108 basins/103 toilets/27 urinal
Whistlers accessible	1	2.5 sq. m/concrete	1 basin/ 1 toilet /1 shower
Whistlers showers	2	137 sq. m/concrete	28 shower stalls/16 basins/4 toilets in 2 buildings
Whistlers kitchen shelters	12	various sizes/types all concrete	20 stoves/43 tables/77 benches
Whistlers Food Storage Units	4		6 individual lockers per unit
Wapiti washrooms	7	3 - 53 sq m/concrete 1 - 63 sq m/concrete 1 - 66 sq. m/concrete 2 - 36 sq. m./concrete 1 - 2.5 sq. M/concrete	58 basins/57 toilet stalls/11 urinals
Wapiti showers	2	1 - 148 sq. m/concrete 1 - 137 sq.-m./tile	1 basin/1 toilet/1 shower 14 shower stalls/2 toilets/8basin 6 shower stalls/8 basins/9 toilets/2 urinal
Wapiti kitchen shelters	4	various sizes/types all concrete	8 stoves/24 tables/44 benches
Wapiti food storage units	2		6 individual lockers per unit
Cleaning Season for 2014:	May 2 - October 13, 2014 May 16 - 19, 2014 and June 20 - September 21, 2014		Whistlers Wapiti
Normal Operating/Cleaning Days:	Seven days a week		
Normal Cleaning Hours:	8:00 am - 4:00 pm		

## Notes:

Both campgrounds require a thorough cleaning prior to opening and upon closing. (Historically 1 week with a crew of 6 to open and 3 days with a crew of 6 to close)

The following definitions are to be used with reference to the Level of Service Schedules:

**Daily** - means every operating day as defined in these specifications

**Weekly** - means once every seven days

**Twice Weekly** - means every three (3) or four (4) days (i.e. Monday and Thursday, or Tuesday and Friday)

**Monthly** - means twelve times per calendar year, or approximately every 30 days.

**Twice Monthly** - means every two (2) weeks or approximately every 14 days

**Quarterly** - means four (4) times per calendar year, or approximately every 90 days.

**Semi-annually** - means two (2) times per calendar year, or approximately every 180 days.

**Annually** - means once every twelve months or approximately every 365 days.

**As required** - means when and as needed to comply with the specified cleaning standards or as needed or directed by the Parks Canada Contract Coordinator.

ACTIVITY	Daily	Weekly	2 x per Month	4 x per Year	2 x per Year	1 x per Year	As Req'd
<b>Flush Toilet Facility</b>							
FT Pick up trash, empty all waste and recycling receptacles, replace liners (if necessary)	X						
FT Sweep hard surfaces floors paying attention to baseboards and corners, removing gum,etc	X						
FT Clean and disinfect sinks, toilet bowls, toilet seats, covers and urinals	X						
FT Clean and disinfect countertops, partitions, grab bars, change tables, hand dryers, dispensers	X						
FT Clean mirrors, dry shine bright work (chrome and stainless steel finishes)	X						
FT Refill dispensers - hand towels, toilet paper, soap, hand sanitizer.	X						
FT Mop, sanitize hard surfaces floors paying attention to baseboards and corners	X						
FT Clean ceiling vents, grills, diffusers and high ledges							X
FT Spot clean doors and doors frames	X						
FT Pressure wash floors and walls							X
<b>Vault Toilet Facility</b>							
VT Pick up trash on trail to and in exterior vicinity of toilet	X						
VT Pick up trash, empty all waste and recycling receptacles, replace liners (if necessary)	X						
VT Sweep hard surfaces floors paying attention to baseboards and corners removing gum etc	X						
VT Clean and disinfect toilet riser, toilet seats and covers	X						
VT Clean and disinfect walls, partitions, grab bars, dispensers	X						
VT Refill dispensers - toilet paper, hand sanitizer.	X						
VT Mop, sanitize hard surfaces floors paying attention to baseboards and corners	X						
VT Clean ceiling vents, grills, diffusers and high ledges							X
VT Spot clean doors and doors frames	X						
VT Pressure wash floors and walls					X		
<b>Shower/Toilet Facility</b>							
ST Pick up trash, empty all waste and recycling receptacles, replace liners (if necessary)	X						
ST Sweep hard surfaces floors paying attention to baseboards and corners	X						
ST Clean and disinfect shower walls and floors	X						
ST Clean and disinfect sinks, toilet bowls, toilet seats and urinals	X						
ST Clean and disinfect countertops, partitions, grab bars, change tables, hand dryers, dispensers	X						
ST Clean mirrors, dry shine bright work (chrome and stainless steel finishes)	X						
ST Refill dispensers - hand towels, toilet paper, soap, hand sanitizer.	X						
ST Sweep, mop, sanitize hard surfaces floors paying attention to baseboards and corners	X						
ST Clean ceiling vents, grills, diffusers and high ledges					X		X
ST Spot clean doors and doors frames					X		
ST Pressure wash floors and walls					X		X
ST remove mold and mildew					X		X
<b>Campsites</b>							
CS Pick up trash and remove any debris	X						
CS Shovel excess cold ashes from fire pits and freestanding grills into suitable container		X					
CS Remove partially burned/charred logs	X						
CS Scrape grease and food particles from grill (almost never required low amount of cooking direct on grill)							X
CS Rake campsite area around firepit and grill (when vacated and in-between as required)							X
CS Neatly pile any firewood at campsite							X
CS Clean table top and benches (rarely)							X
CS Wash-out food lockers (when vacated, but need to check daily and note if food has not been taken to remove/clean as required)							X
<b>Kitchen Shelters</b>							
KS Sweep, pick-up garbage in and around and clean stoves as per fire pits (check daily)			X				X
KS Pressure wash floors and walls					X		X
<b>Otentik/Cottage Tents</b>							
All items noted are done after check-out. Housekeeping within a stay is not provided							
O Vacuum floors, beds, mattresses including bunkbed crevices	X						X
O Wipe down mattresses with antibacterial dish liquid or vinegar	X						X
O Wipe down beds, tables, chairs, window ledges	X						X
O Mop floors with Murphy oil	X						X
O Note any maintenance requirements or deficiencies and include on inventory checklist provided to kiosk	X						X
<b>Other</b>							
OTH Identify flickering or burned out lights on inventory sheet and provide to kiosk staff							X
OTH Keep janitorial supply and equipment storage areas neat and clean		X					
OTH Unplug toilets	X						X
OTH Pick-up trash on perimeter and in amphitheatre/field area at Whistlers							X
OTH Wipe and clean trash in and around phone booths and garbage cans		X					