

GLEAM Team Fridays!

Project List

- Baseboards/floors/walls - detail edges/corners
- Doors and door frames - clean wood/metal; polish all brass (handles, kick & push plates, trim)
- Elevators - clean lights/polish doors/clean tracks/clean buttons/ panel cobwebs/landings/walls/floor corners, etc.
- Entranceways - detail & clean 50 feet outside of; shampoo mats
- Equipment - inspect/clean/report issues
- Fire extinguishers and cabinets - dust thoroughly/check if date is current and report if questionable
- Floor drains (clean and polish brass/chrome/stainless)
***Do not apply floor finish to drain covers; try Vibrance, a green-certified product that performs well on metals.**
- Light fixtures and switch plates - cobwebs; clean/shine; bulbs; report issues
- Lobbies/classrooms - clean all furniture; walls; baseboard and wall edges/corners; vacuum upholstery; clean chairs and desk legs; rubber shoe strips
- Mirrors - clean/shine - use extension tool to reach high areas
- Moldings, decorative - clean all crevices
- Plaques, Brass - clean/polish
***(Apply brass cleaner (Brasso) only before 8:00am/not after)**
- Restroom fixtures and pipes (clean and polish brass/chrome/stainless)
- Stairways - high/low dusting; remove cobwebs; wash walls, railings and railings supports; detail risers; rubber shoe strips
- Trash cans - wash inside and outside
- Upholstery/furniture - vacuum and clean as needed; spray with diluted DX-50 if needed
- Water fountains - clean/disinfect/polish metal surfaces