



## **DISASTER RECOVERY TEAM®**

Scope of Work Prepared for:

### **Tortuga Preserve Elementary School**

**1711 Gunnery Rd. N.**  
**Lehigh Acres, FL 33971**

**Prepared by:**

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*Project Manager*

#### **Overview:**

SERVPRO is providing this Scope of Work and Budgetary Number in response to Hurricane Ian. As a result of the Hurricane Ian Tortuga Preserve Elementary was used as a shelter and will now need to be cleaned and disinfected. Servpro was shown by Kyle Daniels the areas that Servpro will be cleaning because they were used to shelter people during the Storm. We are using the scope provided by the School System

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## **Proposed Scope of Work**

### **Cleaning**

- SERVPRO will use only EPA Approved Botanical Disinfectant.
- SERVPRO will be cleaning all areas where people were present during the shelter period.
- SERVPRO will be wet wiping all surfaces that were touched by any people during the shelter period.
- SERVPRO will Micro mist fog all areas and then come behind and wet wipe all furnishings to include Doors, Door Hardware, Door Frames, Handrails, Furniture and Fountains.
- SERVPRO will clean all Hard wood Furnishings with maslin cloths and furniture polish.
- SERVPRO will clean all Glass surfaces inside the building.

### **First Floor**

- SERVPRO will be cleaning the Carpet in all Hallways.
- SERVPRO will be cleaning the Carpet and wiping down all surfaces in the Front Lobby area to include doors door handles and frames, desks and chairs and typical office furniture.
- SERVPRO will be cleaning the Carpet and wiping down all surfaces in Art Room and Science room, both of these rooms had pets in them.
- SERVPRO will be cleaning the Carpet and wiping down all surfaces in Library, Front Lobby, Clinic Rooms and 009 Conference Room. These are the rooms that were identified to Servpro in the walk through by Kyle Daniels
- SERVPRO will be cleaning the Floors and wiping down all surfaces in all Bathrooms located on the first floor.
- SERVPRO will be cleaning the Floors and wiping down all surfaces in the cafeteria and the attached rooms.

### **Second Floor**

- SERVPRO will be cleaning the Carpet and wiping down all surfaces in all Hallways.
- Servpro will clean all bathrooms on the 2<sup>nd</sup> floor.

### **Stairwells**

- SERVPRO will be cleaning the Floor and wiping down all handrails in all Stairwells.

### **Safety:**

- SERVPRO® will provide worker safety guidelines and precautionary procedures for occupant safety.
- SERVPRO® recognizes all NIOSH and OSHA guidelines.
- SERVPRO® shall practice mechanical, electrical, pit hazards and confined space procedures as outlined by OSHA.
- SERVPRO® will satisfy the OSHA requirements for use of respirators, as needed.
- SERVPRO® will conduct a Daily Safety Meeting regarding site safety concerns.