

Custodial Fee Floor Service/Furniture Cleaning Fee

A base level of custodial services, including some floor service and furniture cleaning, is included in the rent for office facilities on the Capitol Campus, and in public and historic facilities. The basic services are defined within the lease agreements for these facilities.

Additional (“extra”) services beyond the defined basics, as well as services at other facilities, are charged the Custodial fee or the Floor Service/Furniture Cleaning fee.

Service rates

Enterprise Services charges \$46 per hour for custodial and floor/furniture cleaning services beyond the basic services included in the rent. These hours are tracked and billed to tenants monthly.

Available services

Customers receive professional cleaning services, including emptying of trash and organic compost, vacuuming, dusting, wiping of exposed surfaces and spotting of small carpets stains. Full carpet cleaning, care and maintenance of hard floors (including stripping and refinishing), and burnishing and honing of natural stone surfaces is also available.

The fee includes all staff, equipment and material costs.

We also provide event support for events scheduled through the Visitor Services Office.

Who can use these services?

Tenants of Capitol Campus buildings that are owned or managed by Enterprise Services receive these services as part of the On-Campus Office Facilities fee included in the monthly rent. These services are also available at the rates listed above to state agencies and boards and commissions in Olympia, Lacey and Tumwater.

Our service commitments

- Base services are delivered daily or weekly (depending on the service). Desk-side trash, dusting, vacuuming and mopping of hard floors is weekly. Hard floors are burnished quarterly, and carpets are extracted annually. Carpet spotting is available daily as needed.
 - Assistance is available to determine exact scope of work and writing of service agreements. Supply management and inventory are also provided.
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- For immediate service issues, contact the Enterprise Services Work Management Center at (360) 725-0000.
- For non-life-threatening service issues, response will be within 24 hours.

How to access these services

For tenants on the Capitol Campus, work with your building or property manager if you have any questions about these services. Other state agencies or boards and commissions in Olympia, Lacey and Tumwater should contact Enterprise Services at (360) 902-0961.

Contact and additional information

The principle point of contact for Refuse/Recycle services is:

Cory Noffsinger
Facility Support Services Manager
210 11th Avenue SW PO Box
41019 Olympia, WA 98504
cory.noffsinger@des.wa.gov
(360) 902-0961

Additional Contacts:

Tim Scott, Custodial Operations Manager, (360) 902-0941
Buildings & Grounds Work Management Center (360) 725-0000

Additional information

<http://www.des.wa.gov/services/facilities/MaintenanceOps/Pages/FacilityCustodian.aspx>