

EXTERIOR SPACES: Schedule for Services

Last Updated February 2019

Description	Services	Frequency
Regular Services	Remove garbage and recycling from ornamental bins and grounds recycling stations	Daily check, if $\frac{3}{4}$ full then empty (As required)
	Perform housekeeping for loading docks	Based on work orders (As required)
Winter Season	Perform snow removal on roads, sidewalks, stairs, emergency stairs, pathways and terraces	Start at 2cm (As required)
	Monitor and manage the outsourced removal of snow and ice on all gabled roofs	As required
Spring – Summer – Fall Season	Remove dust, gravel and cigarette butts from streets, sidewalks and terraces	Daily (As required)
	Cut grass, trim shrubs, manage outsourced tree trimming, plant flowers and weed both annual and perennial flower beds	As required
	Removal and replanting of shrubs, rose bushes and perennials and small dead trees and manage outsourced removal of large trees	As required
	Provide water for new trees, provide sod for minor needs and repairs, manage outsourced corrective sod placing, water annuals and perennials	As required
	Planting of flower beds and flower display pots around campus	As required
	Perform minor asphalt repairs and manage larger outsourced asphalt repairs	As required