



VIRGIN ISLANDS DEPARTMENT OF JUSTICE  
OFFICE OF THE ATTORNEY GENERAL

3438 Kronprindsens Gade  
GERS Complex, 2<sup>nd</sup> Floor  
St. Thomas, VI 00802  
(340) 774-5666 Fax: (340) 776-3494

#213 Estate La Reine  
RR1 Box 6151, Kingshill  
St. Croix, VI 00850  
(340) 773-0295 Fax: (340) 773-1425

Scope of Work  
Janitorial Services  
Daily Monday to Friday  
Offices, Kitchen, Assigned Public Waiting Areas and Restrooms

DAILY: Office Cleaning, sweeping, mopping, throwing out the trash and dusting surfaces.

QUARTERLY: Steam cleaning carpets and chairs, deodorizing and sanitizing the office.

BI-ANNUAL: Steam cleaning vinyl floors

SERVICE HOURS: Between 3:30 p.m. to 5:30 p.m.