



Is Commercial
Cleaning Piling
The Grime
On Your
Bottom Line?

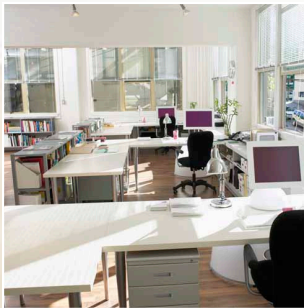
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4 Tips To Cut Cleaning Costs For Business Owners And Property Managers

If you're a business owner or manager of commercial property, you have a lot on your plate. Successful ownership and strategic management of a business or property goes beyond a typical full-time job. In many ways, you're saddled with responsibilities that take more of a 24/7 commitment than the standard 9-5 stretch.



Needless to say, the last thing you want is for cleaning and janitorial services to 1) engulf your agenda, which is chock full as it is, and 2) bottom out your bottom line. But you know how important cleanliness is - not just for proper hygiene and health, but also to keep your clients happy and your prospects impressed every time they walk into your building.

Fortunately, there are simple ways to reduce both the time and money you have to spend on keeping your business or property in tip-top, client-charming shape.

Dissolve the "clutter cloud."

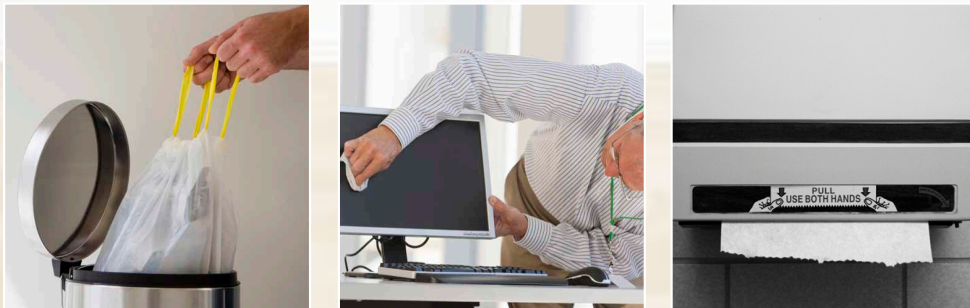
Take 5-10 minutes each day to get rid of the unnecessary *stuff* that's lying around: the small things that don't take up much space on their own, but build up and overwhelm over time. Less *stuff* means less surface area to collect dust and more space for more important things, which could be crucial documents you can't afford to misplace or simply *free* space to open up your indoor environment.

With less clutter to cloud your vision, you'll be spending a lot less time shuffling through documents and searching for your car keys (which you swear were on your desk two minutes ago ...).

1) Teamwork means less work.

Make collaborative cleaning part of your company's culture. Whether or not you want to make a "chore wheel" or email a chore chart to your employees each week is up to you. However you go about it, make sure there isn't just one person taking on the bulk of the cleaning. Make it a point to convey how important each person's personal space is to the whole of the company. Devise a plan whereby customers help in the cleaning schedule. Each person should be responsible for his or her own private part of the wholesome whole.

With everyone taking on their own small portion of the work, cleaning contractors won't need to spend as much of their time or *your money* keeping your space in line.



2) Prioritize your paper products.

If you're ordering paper hand towels for bathrooms or kitchens, consider switching from C-Fold towels to roll towels with a hands-free dispenser. When drying their hands, most people grab a handful of C-Fold towels when they really only need one or two. Plus, it's pretty common for C-Fold dispensers to get jammed, which causes the wasteful effect of multiple towels coming out at once.

Roll towels with hands-free dispensers are not only more sanitary because they don't require physical touching, but they also help control waste. The first time the hand washer activates the dispenser, it lets out about 12 inches of roll towel. The second time, it dispenses only six inches. The third time, there's a delay in dispensing; this usually deters the hand washer from taking more.



Bonus points: Remove paper dispensers completely and replace them with automatic, high-speed hand dryers. A particularly popular model is the **XLERATOR® by Excel Dryer**, which dries hands in 10-15 seconds, gets you 95% cost savings versus paper towels and uses 80% less energy than conventional hand dryers.

EXTRA bonus points: Thinking about a complete ROI and investment payback analysis of your paper consumption? *Excellent* idea. This is one of AOA's value-added services that we highly encourage clients to take advantage of. For example, we recently executed a paper-consumption analysis for a health club and used the findings to reduce their monthly cleaning costs by 20%.

You don't realize how much money you're throwing away (literally) until you put pen and paper to the facts and figures.

3) When you don't bring dirt in, it's easier to keep out.

Invest in high-quality entrance mats to cut down on dirt, mud, grime and any other tracked-in muck throughout your building. This is especially important in the fall and winter, when leaves, soil, snow, ice melt and road salt make the muck much tougher to clean up.

The Carpet and Rug Institute reports that quality entrance mats extending up to 15 feet inside the building trap 80% of soil and moisture from the first five or six footsteps. They therefore recommend 20 feet of entry matting, which they say should capture 86% of incoming soil loads.

Another important advantage of quality matting: prevention of slip and fall accidents. Not only do these accidents have detrimental physical effects on the parties involved, but they also get you in a heap of messy and expensive legal trouble.

Muddled by mat mayhem?

There are a lot of mat brands out there, tons of sizes to choose from and various options regarding whether to rent or buy and maintain on your own or launder by outsourcing. How do you decide? Talk to one of AOA's commercial cleaning consultants to get the best matting solutions for your building's layout and foot traffic.

4) Disinfect by day, not by night.

Work with your commercial cleaners to set up a janitorial schedule that takes advantage of the daytime hours. As a part of its **Building Energy Efficiency Program (BEEP®)**, **Building Owners and Managers Association (BOMA) International** suggests utilizing strategic janitorial practices to save energy. Daytime cleaning is one of their highly suggested solutions to bring in noteworthy energy savings and decrease overall operating costs.

- Lights don't have to be turned on at night, which cuts energy costs and extends ballast/bulb lifetime.
- Elevators and HVAC systems don't need to be kept on at night.
- Labor costs for after-hours maintenance and security drop.

Don't let the cleanliness, or lack thereof, of your company building or commercial property get in the way of employee health, operational productivity, client retention or lucrative prospect opportunities.



To contact one of AOA's commercial cleaning consultants and start the conversation about your custom-designed, cost-effective and all-inclusive cleaning program, **[fill out this contact form](#)** or call 201.848.8600.