

Facility Maintenance Planning Tool

This tool was created to help business owners, facility and office managers to plan their facility maintenance needs throughout the year.

SERVICE	FREQUENCY	RECOMMENDATION	SCHEDULED DATES
Floor Stripping and Waxing: Restores and protects floor finish, maintaining a polished appearance.	Once a year	Pair with a buffing and polishing program to extend the life of the finish.	
Floor Buffing and Polishing: Prolongs the need for stripping and waxing.	Weekly, bi-weekly, or monthly.	Regular buffing keeps floors looking their best.	
Deep Cleaning (Any Floor): Removes residue, stickiness, and bad appearance and prevents slip hazards.	As needed.	Prompt cleaning prevents dirt buildup and slippery conditions.	
Luxury Vinyl Plank Cleaning: Maintains appearance and longevity of luxury vinyl floors.	Every 6 months to 1 year.	Schedule based on usage to avoid excessive wear.	
Floor Stripping and Waxing: Restores the cleanliness and appearance of tile surfaces.	Every 12 to 18 months.	Regular cleaning prevents grout discoloration and buildup.	
Carpet Odor and Stain Removal: Eliminates unpleasant odors, stains or spots.	As needed.	Use professional services to avoid permanent damage.	
Carpet Steam Cleaning: Deep cleans and removes dirt, allergens, and stains.	Every 6 to 12 months.	Adjust frequency based on traffic and daily maintenance.	
Carpet Encapsulation: Affordable cleaning to improve appearance between steam cleanings.	As needed.	Use encapsulation cleaning for a cost-effective solution..	
Upholstery Cleaning: Removes dirt, stains, and allergens from furniture.	As needed.	Schedule cleaning when upholstery looks dirty or stained.	
Painting: Protects surfaces and enhances appearance.	Outdoor: Apr to Oct. Indoor: Oct to Apr.	Regular painting prevents damage and keeps the exterior looking fresh.	
Restroom Appearance Restoration: Removes odors, restores floor appearance, and ensures functionality.	Every 12 to 24 months.	Schedule regularly to maintain a clean and welcoming environment.	
Pressure Washing: Cleans and restores outdoor surfaces by removing dirt, grime, and stains.	As needed, best done from April to November.	Use pressure washing to keep exterior surfaces clean and safe.	
Window Cleaning Maintains clear and professional-looking windows.	Once a year, best done from April to November.	Regular cleaning improves appearance and prevents buildup of dirt and grime.	
Outbreak Disinfection: Ensures a healthy environment during outbreaks or flu season.	As needed.	Schedule disinfection services to minimize the spread of illness.	



FAB Maintenance Services is your partner in facility maintenance. We provide professional cleaning services, including carpet cleaning, tile and grout cleaning, floor stripping and waxing, and more.

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