

**AGREEMENT FOR SERVICES OF INDEPENDENT CONTRACTOR**

between

**COUNTY OF SANTA BARBARA**

and

**BIG GREEN CLEANING COMPANY**

for

**JANITORIAL AND MOVING SERVICES**

**FIRST AMENDMENT**

**Effective June 1, 2016**

This First Amendment to the Services of Independent Contractor ("First Amendment") is made between the **Big Green Cleaning Company** with an address at 4860 Calle Real, Santa Barbara (hereafter "Contractor") and the **County of Santa Barbara, Public Health Department** (hereinafter "County").

**WHEREAS**, the Agreement is effective through June 30, 2016 and allows for an option to extend twice for up to two (2) years for each extension;

**WHEREAS**, the County previously implemented a public bid process for janitorial services for its facility service needs. Contractor was awarded a board agreement for two years for multiple facilities at its Calle Real, Santa Barbara complex;

**WHEREAS**, this First Amendment incorporates the terms and conditions set forth in the Agreement approved by the County of Santa Barbara;

**WHEREAS**, the County also has three existing purchase order agreements with Contractor that include janitorial and moving services after normal working hours and at other facilities in the south county area of Santa Barbara County;

**WHEREAS**, the County and Contractor have a mutual desire to amend the existing board agreement to include the services currently provided through the existing three purchase order agreements when they expire on June 30, 2016; and

**WHEREAS**, the County and Contractor have a mutual desire to exercise the first of two options to extend the Amended agreement through June 30, 2018 while retaining the option for the second, two year extension.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. **Definitions.** Capitalized terms used in this First Amendment, to the extent not otherwise defined herein shall have the same meanings as in the Agreement.
2. **Amendments.**
  - a. Agreement, Section 2 **NOTICES** shall be revised with strikeout and bold:

To COUNTY: ~~Anne Fearon, Deputy Director~~  
**Dan Reid, Assistant Deputy Director**  
Public Health Department  
300 N San Antonio Road, **Building 8**  
Santa Barbara, CA 93110

- b. Agreement, Section 4 **TERM** shall be revised with strikeout and bold:

CONTRACTOR shall commence performance upon July 1, 2014, and shall continue on a year-to-year basis renewing automatically on July 1<sup>st</sup> of each year, and terminating on June 30, ~~2016~~ **2018**, subject to such provisions for termination as contained herein and CONTRACTOR is in compliance with all terms of this Agreement.

4.1 OPTION TO EXTEND: Provided CONTRACTOR is in compliance with all terms and conditions of this Agreement, CONTRACTOR COUNTY is hereby granted ~~two (2)~~ **one (1)** options to extend this Agreement from and after the expiration date for an additional two (2) years. Such extended term shall continue on a year-to-year basis, renewing automatically on July 1<sup>st</sup> of each year, and shall terminate June 30, 2020.

- c. Agreement, Exhibit A **STATEMENT OF WORK** shall be replaced in its entirety:  
d. Agreement, Exhibit B **PAYMENT ARRANGEMENTS** shall be replaced in its entirety:

First Amendment to Services for Independent Contractor Agreement between the **County of Santa Barbara** and **Big Green Cleaning Company**.

**IN WITNESS WHEREOF**, the parties have executed this First Amendment to be effective on the dates set forth herein.

COUNTY OF SANTA BARBARA

**ATTEST:**

Mona Miyasato  
County Executive Officer  
Clerk of the Board

By:   
Deputy Clerk

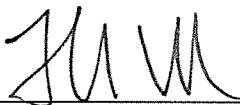
**COUNTY OF SANTA BARBARA:**

By:   
Chair, Board of Supervisors

Date: 6-7-16

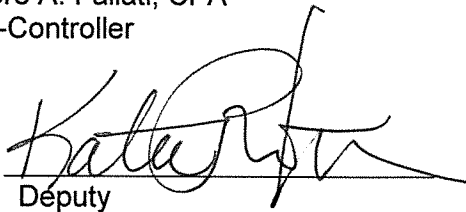
**RECOMMENDED FOR APPROVAL:**

Takashi Wada, MD, MPH  
Director / Deputy Health Officer

By:   
Department Head

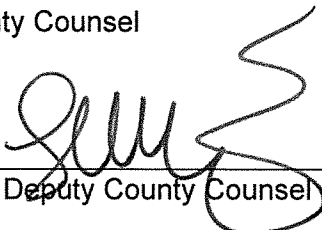
**APPROVED AS TO ACCOUNTING FORM:**

Theodore A. Fallati, CPA  
Auditor-Controller

By:   
Deputy

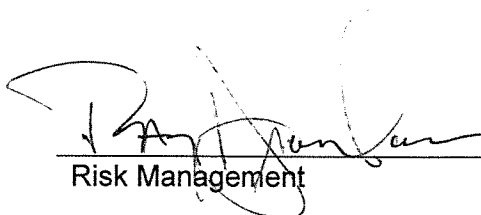
**APPROVED AS TO FORM:**

Michael C. Ghizzoni  
County Counsel

By:   
Deputy County Counsel

**APPROVED AS TO FORM:**

Risk Management


By:   
Risk Management



First Amendment to Services for Independent Contractor Agreement between the **County of Santa Barbara** and **Big Green Cleaning Company**.

**IN WITNESS WHEREOF**, the parties have executed this First Amendment to be effective on the dates set forth herein.

BIG GREEN CLEANING COMPANY

By: 

Name: Allen Williams

Title: President

**EXHIBIT A  
STATEMENT OF WORK**

The Scope of Work for this Agreement consists of the following Attachments:

1. Description of Duties (Calle Real Campus)- Attachment 1
2. Service Locations and Requirements- Attachment 2
3. Task Frequency and Maps- Attachment 3
4. Carpinteria Health Care Center Description of Duties- Attachment 4
5. Franklin Health Care Center Description of Duties- Attachment 5
6. Path and Rescue Mission Description of Duties- Attachment 6
7. Special Requests Description of Duties- Attachment 7

**Definitions:**

**CUSTOMER SERVICE VISIT**

An onsite tour and inspection by a representative of the Contractor of the facilities being serviced followed by a meeting with the County representative to discuss the findings and receive any input on necessary service improvements and/or requests.

**FORMAL CUSTOMER REVIEW**

A meeting of the Contractor and County facility management to review the previous 6 months of Contractor services, agreement and account status.

**EXHIBIT A**  
**Attachment 1**  
**Description of Duties**  
Calle Real Campus (Bldgs 1, 3, 4 and 8)

EXAM ROOMS

*In addition to the standard levels of cleaning outlined below, clinical examination rooms require special attention including: Daily spot cleaning of exam tables (below surface area) and weekly wiping and sanitizing of entire below-surface area; Daily damp mop with germicidal solution; and the following Day Porter services:*

DAY PORTER

*In addition to the standard levels of cleaning outlined below and the specific Exam Room services outlined above, Day Porter services are needed in exam rooms and shall include: spot clean surfaces, glass and mirrors needed; remove debris from floor; empty and sanitize trash containers and replace liners as needed.*

ENTRANCES

Glass and Metal Surfaces - Shall appear streak-free, film-free and uniformly clean.

Corners/Thresholds - Shall be free of dust, cobwebs, dried-soil, crud, finish build-up and debris. These areas shall appear visibly and uniformly clean. This shall include the elimination of cleaner residue and dried-slurry.

Floors and Cove bases, mats and carpet - Shall be free of dust, cobwebs, dried-soil, gum, spots, stains and debris. Hard/resilient floors shall have a slip-resistant seal and finish applied that result in a consistent high-shine, unless otherwise directed by SBCPHD. Floors shall appear visibly and uniformly smooth and clean. This shall include the elimination of dust streaks, lint, standing water, cleaner residue and film.

Walls and Fixtures - Shall be free of dust, cobwebs, dried-soil and soil without causing damage. These surfaces shall appear visibly and uniformly clean. This shall include the elimination of film, streaks and cleaner residue. Walls behind waste/trash cans will be kept cleaned.

ELEVATORS

Tracks - Shall be free of dirt and debris. Tracks shall appear visibly clean to include the elimination of standing water from wet cleaning procedures.

Lights - Shall be free of dust, cobwebs and soil and stains without causing damage. Diffusers shall remain in proper position and they shall appear streak-free, film free and uniformly clean.

Walls and Doors - Shall be free of dust, cobwebs, soil, spots and stains without causing damage. They shall appear streak-free, film-free and uniformly clean. Bright metal surfaces shall be polished to a high-shine. Bright metal surfaces shall be polished to a high shine to include the elimination of polish residue and/or film.

Call Buttons – Shall be free of fingerprints and all residues without causing damage.

Floors, Carpet and Cove bases - Shall be free of dust, cobwebs, dried soil, soil, gum, spots, stains and other debris. Hard/resilient floors shall have a slip resistant seal and finish applied that result in a consistent high-shine, unless otherwise directed by SBCPHD. Floors, carpet and cove bases shall appear visibly and uniformly smooth and clean. This shall include the elimination of dust streaks, lint, standing water, cleaner residue, embedded soil and foreign objects.

### CORRIDORS

Floors and Cove bases - Shall be free of dust, cobwebs, dried-soil, gum, spots, stains and debris. Hard/resilient floors shall have multiple coats of a slip-resistant seal and finish applied that result in a consistent high-shine, unless otherwise directed by SBCPHD. Floors shall appear visibly and uniformly smooth and clean to include the elimination of dust streaks, lint, standing water, cleaner residue and film.

Walls and Fixtures - Shall be free of dust, cobwebs, dried-soil and soil without causing damage. These surfaces shall appear visibly and uniformly clean. This shall include the elimination of film, streaks and cleaner residue.

Water Fountains - Shall be free of dust, cobwebs, soil, scale and water spots without causing damage.

Bright work shall be disinfected and polished to a streak-free shine.

### STAIRWELLS

Rails and Walls - Shall be free of dust, cobwebs, dried-soil and soil without causing damage. These surfaces shall appear visibly and uniformly clean. This shall include the elimination of film, streaks, lint, standing water, cleaner residue or film.

Steps and Landings - Shall be free of dust, cobwebs, dried soil, gum, stains and debris. This shall include risers and cove bases. These surfaces shall appear uniformly smooth and clean without leaving dust streaks, lint, standing water, cleaner residue or film.

### RESTROOMS

Special Note: Maintaining a sanitary restroom environment that minimizes the possibility of cross-infection is considered of the highest priority by SBCPHD. Sanitation levels shall be closely monitored by inspection and approved testing methods.

Dispensers and hardware - Shall be free of dust, dried-soil, bacteria and soil without causing damage. These surfaces shall appear visibly and uniformly clean and disinfected. This shall include the elimination of film, streaks and cleaner residue. Dispensers shall be refilled with proper expendable supply item.

Sinks - Shall be free of dust, bacteria, soil, cleaner residue and soap film without causing damage. They shall appear visibly and uniformly clean and polished-dry. This shall include the elimination of streaks, embedded soil, film and water spots.

Mirrors - Mirrors and surrounding metal framework shall appear streak-free, film-free and uniformly clean.

Toilets, urinals and adjoining floor work - Toilets, toilet seats and urinals shall be free of dust, cobwebs, bacteria, soil, organic matter, cleaner residue and scale without causing damage. These fixtures shall appear visibly and uniformly clean, disinfected and polished-dry. This shall include the elimination of streaks, film and water spots.

Partitions, walls and doors - Shall be free of dust, cobwebs, soil and graffiti without causing damage. Partitions shall appear visibly and uniformly clean, disinfected and polished-dry. This shall include the elimination of streaks and film. Ceramic walls, metal kick plates, handles and push plates on doors shall also be polished-dry.

Waste Containers - Contents shall be removed from waste containers and can liners replaced. Inside and outside of the container shall be cleaned and disinfected. Containers shall appear visibly and uniformly clean. This shall include the elimination of streaks, food and the presence of an offensive odor emitting from the container.

Floors and Baseboards - Shall be free of dust, cobwebs, soil, gum, stains and debris. Floors shall have a slip-resistant seal/finish applied that results in a consistent high-shine, unless otherwise directed by SBCPHD. Floors and cove bases shall appear visibly and uniformly clean and disinfected. This shall include the elimination of dust streaks, lint, standing water, cleaner residue and film.

Air Vents - Shall be free of dust, cobwebs and soil. This also pertains to air distribution units and exhaust vents. They shall appear visibly and uniformly clean.

Light Fixtures - Shall be free of dust, cobwebs and soil without causing damage. Diffusers shall remain in proper position and appear streak-free and uniformly clean.

#### **DAY PORTER**

*In addition to the standard levels of restroom cleaning outlined above, Day Porter services are required in specific areas (identified on Attachment III - Maps), and shall include: spot clean toilet bowls, urinals, hand basins, glass, mirrors doors and partitions as needed; remove debris from floor; empty trash containers and replace liners as needed; sanitize as needed.*

#### **OFFICES**

Entrance Doors - Shall be free of dust, cobwebs, dried-soil and soil without causing damage. These surfaces shall appear visibly and uniformly clean. This shall include the elimination of film, streaks and cleaner residue.

Public Waste Containers - Contents shall be removed from waste containers and can liners replaced. Inside and outside of the container shall be cleaned and disinfected. Containers shall appear visibly and uniformly clean. This shall include the elimination of streaks, food and the presence of an offensive odor emitting from the container.

Partitions - Shall be free of dust, cobwebs, soil and graffiti without causing damage. Partitions shall appear visibly and uniformly clean. This shall include the elimination of streaks, film and cleaner residue.

Floors, Carpet and Baseboards - Shall be free of dust, cobwebs, dried-soil, soil, gum, spots, stains and debris. Hard/resilient floors shall have a slip-resistant seal and finish applied, which results in a consistent high-shine, unless otherwise directed by SBCPHD. Floors, carpet and cove bases shall appear visibly and uniformly smooth and clean. This shall include the elimination of dust streaks, lint, standing water, cleaner residue, embedded soil and foreign objects.

#### **KITCHENS/BREAKROOMS**

Cabinets, refrigerator and microwave - exterior tops, sides and front shall be cleaned and free of dust, soil, cleaner residue and soap film.



Waste Containers - Contents shall be removed from waste containers and can liners replaced, as required. Inside and outside of the container shall be cleaned and disinfected. Containers shall appear visibly and uniformly clean. This shall include the elimination of streaks, foodstuff and the presence of any offensive odor emitting from the container. Walls adjoining waste container require special attention and need to be kept clean.

Floors and Baseboards - Shall be free of dust, cobwebs, soil, gum, stains and debris. Floors shall have multiple coats of a slip-resistant seal/finish applied that results in a consistent high-shine, unless otherwise directed by SBCPHD. Floors and cove bases shall appear visibly and uniformly clean and disinfected. This shall include the elimination of dust streaks, lint, standing water, cleaner residue and film.

Walls and Fixtures - Shall be free of dust, cobwebs, dried-soil and soil without causing damage. This shall include the elimination of film, streaks and cleaner residue.

#### MISCELLANEOUS

Air Vents - Shall be free of dust, cobwebs, and soil. This also applies to air distribution units and exhaust vents.

Light Fixtures - Shall be free of dust, cobwebs, and soil without causing damage. Diffusers shall remain in proper position, and appear streak-free and uniformly clean.

Ceilings – All cobwebs shall be removed.

Range exterior/cooktop/oven, microwave interior and refrigerator interior shall be defined as additional services for an additional fee charged to the requesting department.

#### *WAITING ROOM DAY PORTER*

*Spot clean chairs and tables; restack magazines; remove debris from floors; empty trash containers and replace liners as needed; sanitize as needed.*

#### JANITOR CLOSETS AND STOREROOM

Shelves - Shall be free of dust, cobwebs, dried-soil and soil. They shall appear visibly and uniformly clean. Supplies and equipment shall be stocked/organized and kept neatly on shelves.

Janitor Carts - Shall be free of dust, cobwebs, dried-soil and soil. They shall appear visibly and uniformly clean. Supplies and equipment stored on janitor carts shall also be free of dust and soil and organized neatly.

Walls - Shall be free of dust, cobwebs, dried-soil and soil without causing damage. This shall include the elimination of film, streaks and cleaner residue.

Utility Sinks - Shall be free of residue, soap film, streaks, embedded soil and water spots.

Floors - Shall be free of dust, dried-soil, gum, spots, stains and debris. Hard/resilient floors shall have a slip-resistant seal and finish applied, which results in a consistent high-shine, unless otherwise directed by SBCPHD. Floors shall appear visibly and uniformly smooth and clean. This shall include the elimination of dust streaks, lint, standing water, cleaner residue and film.

#### TRASH REMOVAL/TRASH CONTAINERS

Contractor shall facilitate SBCPHD's current waste recycling program that requires each agency to separate recyclable from non-recyclable waste. All work areas shall be provided with separate waste containers for this purpose. The Contractor shall empty recyclable and non-recyclable waste into designated containers.

Waste removal shall be to containers designated by SBCPHD and shall be deposited in such a manner that it will not fly around causing a mess or nuisance.

Waste containers shall be fitted with correct-sized liner.

#### COST PER HOUR FOR ADDITIONAL CLEANING

Contractor will provide a "cost per hour" summary to include employee hourly rate, cost for any supplies used, cost per hour, overtime anticipated, etc.

#### STRIP & WAX VINYL/COMPOSITION/RESILIENT FLOOR

Completely remove old finish or wax from floors using a concentrated solution of an approved liquid cleaner. Stubborn spots, gum, rust, burns, etc., not removed by machine shall be removed by hand. Corners and other areas that cannot be reached by the polishing machine shall be scrubbed and thoroughly cleaned by hand. Care shall be exercised to prevent the splashing or marring of baseboards, walls and furniture. Hard/resilient floors shall have multiple coats of a slip-resistant seal and finish applied, which results in a consistent high-shine, unless otherwise directed by SBCPHD. This shall include the elimination of dust streaks, lint, standing water, cleaner residue, embedded soil and foreign objects.

#### STRIP & WAX SPANISH TILE/CONCRETE/CERAMIC FLOOR

Hard surface floors such as brick, terrazzo, ceramic and Spanish tile, marble, etc. shall receive the same maintenance treatment as resilient floors detailed above, with the exception that after the stripping operation, floors shall be sealed with an approved penetrating water-based sealer.

#### STEAM CLEAN INDIVIDUAL CHAIRS

Upon request, chairs will be steam cleaned with a hot water extraction and an approved liquid cleaner to remove all spots, stains, etc. A final extraction will be done with a clean basin of water to ensure all chairs are left free of solution residue and odor.

#### EMERGENCY CALL-OUT

Upon request, CONTRACTOR may provide an employee to respond to emergency situations.

**EXHIBIT A  
Attachment 2  
Service Locations**

	Frequency	Bldg #	Building	Address
1	Attachment 3	1	PHD Administration	300 N. San Antonio Road, B-1 Santa Barbara
2	Attachment 3	3	PHD Ancillary	315 Camino del Remedio, B-3 Santa Barbara
3	Attachment 3	4	SB Health Care Center	345 Camino del Remedio, B-4 Santa Barbara
4	Attachment 3	8	PHD Cottage	300 N. San Antonio Road, B-8 Santa Barbara
5	Attachment 4		Carpinteria Health Care Center	931 Walnut Avenue, Carpinteria
6	Attachment 5		Franklin Health Care Center	1136 E. Montecito Street, Santa Barbara
7	Attachment 6		PATH	816 Cacique Street, Santa Barbara
8	Attachment 6		Rescue Mission	535 E. Yanonali Street, Santa Barbara
9	Attachment 7	Bldgs, 1,3,4	PHD Administration, PHD Ancillary, SB Health Care Center	See Above

**Exhibit A  
Attachment 3  
Task Frequency and Maps**

Extent of Service	5x week	3x week	2x week	Weekly	2x month	Monthly	Quarterly	2x annually	Annually
<b>PUBLIC AREAS</b>									
Empty outside public trash receptacles within 10 feet of building entrances	X								
Sweep entry within 10 feet of building entrances	X					X			
Remove dust and cobwebs from vents and ceilings									
Empty all public and master trash (trash and recycle) containers in hallways, insert new liners	X								
Remove full trash & recycle bags from building & deposit in appropriate outside dumpsters.	X								
Spot clean doors, door frames, light switches, counters, handles and railings		X							
Clean interior and exterior glass doors				X					
Hard floor dusted, spot mopped and dry mopped		X							
Hard floor fully damp mopped				X			X		
Hard floor waxed and buffed									
Vacuum carpet				X					
Spot clean carpet		X							X
Carpet bonnet									X
Carpet extraction									X
Floor stripping									
Clean and sanitize all patient waiting room chairs	X								
Clean and sanitize fountains and water coolers and refill cup dispenser as needed.	X								
Low dust to 70". Included are sills, ledges, moldings, ducts and radiators. Included are desks, bookshelves and tables.	X								
High dust above 70" (hand height). Included are all shelves, moldings, ledges, ducts, and vents.						X			
Dust window coverings						X			
<b>PRIVATE AREAS</b>									
Empty all public and master trash (trash and recycle) containers in hallways, insert new liners	X								
Remove full trash & recycle bags from building & deposit in appropriate outside dumpsters.	X								
Hard floor dusted, spot mopped and dry mopped					X				
Hard floor fully damp mopped					X				
Hard floor waxed and buffed							X		
Vacuum carpet					X				
Spot clean carpet									X
Carpet bonnet									X
Carpet extraction									X
Floor stripping									
Low dust to 70". Included are all sills, ledges, moldings, ducts, and radiators. Excluded are desks, bookshelves and office furniture.						X			
High dust above 70" (hand height). Included are all shelves, moldings, ledges, ducts, and vents.							X		
Dust window coverings							X		

First Amendment to Services for Independent Contractor  
Big Green Cleaning Company

Extent of Service	5x week	3x week	2x week	Weekly	2x month	Monthly	Quarterly	2x annually	Annually
<b>RESTROOMS</b>									
Wash, wipe and sanitize all walls, fixtures, mirrors and partitions	X								
Damp mop floor & baseboards w/germicidal solution	X						X		
Machine strip, scrub and wax floor	X								
Empty and clean trash containers and insert new liners	X								
Replenish paper products, deodorizer spray and soap dispensers	X								
Low dust to 70" including shelves, sills, ledges, moldings, ducts and radiators.	X								
High dust above 70" (hand height) including shelves, moldings, ledges, ducts, and vents.				X					
Dust window coverings				X					
Clean showers						X			
<b>EXAM ROOMS</b>									
Empty and clean containers and insert new liners	X								
Spot clean walls, door, frames. Remove all cobwebs from baseboards, lights, walls and ceilings.	X								
Wipe and sanitize countertops, chairs and telephones.	X								
Wipe and sanitize exam tables below surface level.		X							
Spot clean exam tables below surface level.	X								
Replenish paper products, deodorizer spray and soap dispensers	X								
Dust window coverings						X			
Fully damp mop hard floors with germicidal solution.	X								
Wipe ventilation grill.							X		
Wax and buff hard floors.							X		
Strip floors.									X

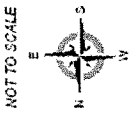
Extent of Service	5x week	3x week	2x week	Weekly	2x month	Monthly	Quarterly	2x annually	Annually
<b>DAY PORTER SERVICES - Clinic, Public Health Lab, Pharmacy, Building 1 - 1st Flr</b>									
<b>WASHROOMS</b>									
Spot clean toilet bowls, urinals, hand basins as needed.	X								
Spot clean mirrors.	X								
Empty and sanitize trash containers as needed (replace liners as needed)	X								
Empty sanitary containers as needed.	X								
Spot clean all doors and partitions.	X								
Refill all dispensers to normal limits- napkins, soap, tissue, towel, liners, seat holders, cups supplies furnished by Client.	X								
Remove debris from floor.	X								
<b>EXAM ROOMS</b>									
Spot clean all surfaces, glass, and mirrors.	X								
Remove debris from floor.	X								
Empty and sanitize trash containers as needed (replace liners as needed)	X								

Extent of Service	5x week	3x week	2x week	Weekly	2x month	Monthly	Quarterly	2x annually	Annually
<b>DAY PORTER SERVICES - Clinic, Public Health Lab, Pharmacy, Building 1 - 1st Flr</b>									

First Amendment to Services for Independent Contractor  
Big Green Cleaning Company

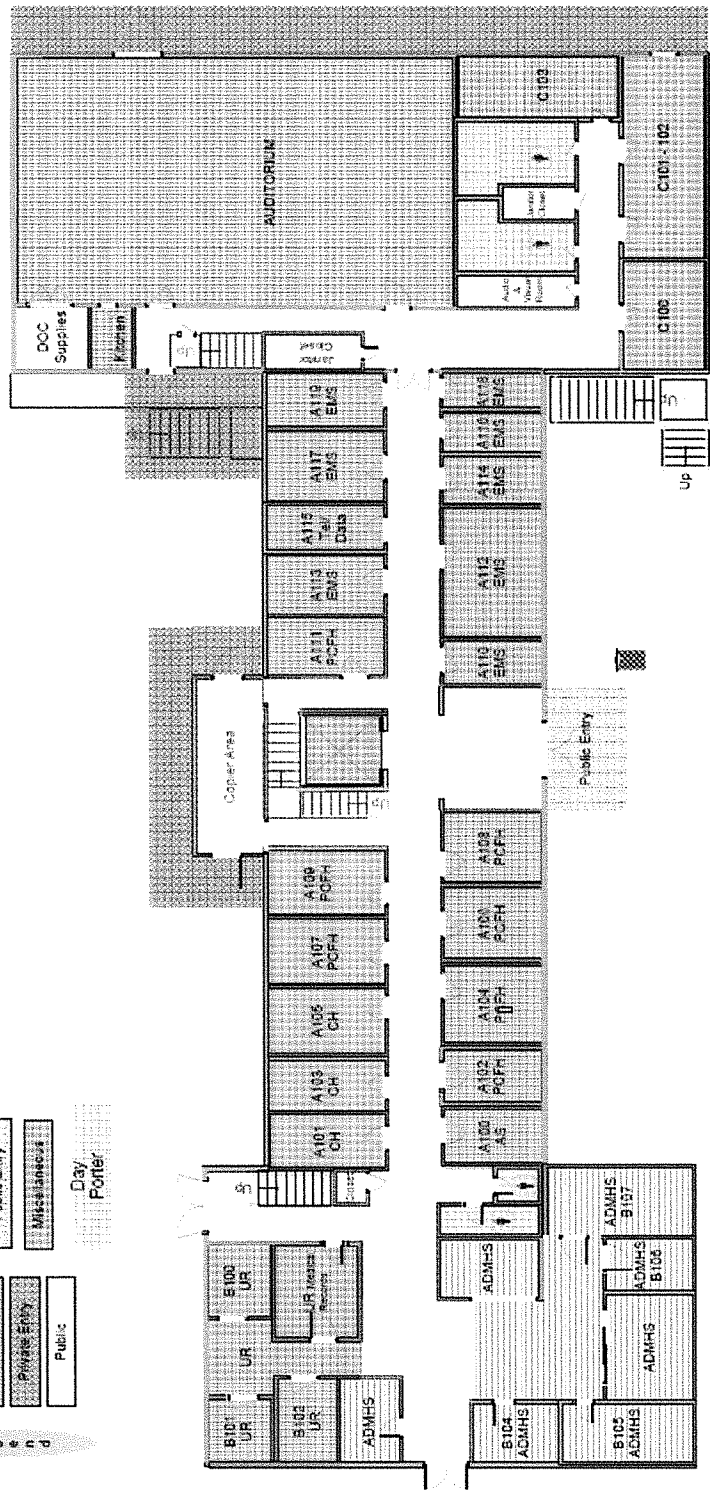
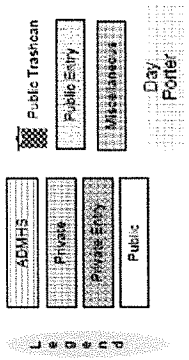
<b>WAITING ROOMS</b>									
Spot clean chairs and tables.									X
Restack magazines.									X
Remove debris from floor.									X
Empty all trash containers as needed: (Replace liners as needed)									X
<b>PUBLIC HEALTH LAB</b>									
All PRIVATE Area Services.									X
<b>PHARMACY</b>									
All PRIVATE Area Services.									X
<b>MISCELLANEOUS</b>									
Clean and sanitize drinking fountains									X
Clean and sanitize sink, counters and table tops in staff break areas									X
Wet wipe microwave ovens in staff break areas					X				
Empty and clean kitchen trash containers and insert new liners									X
<b>Computer Room</b>									
Dust mop resilient and hard floors									X
<b>Store Room</b>									
Dust mop resilient and hard floors						X			
Damp mop resilient and hard floors in traffic lanes.								X	
<b>SECURITY AND MAINTENANCE</b>									
Turn off all lights except night lights									X
Close windows									X
Lock all doors									X
Turn in building keys to Supervisor									X
Notify Facilities Manager of irregularities (unlocked doors, plumbing problems, lights not working, etc.)									X

Floor Plan Revised On: Mar 18, 2010  
Janitorial Layer: Nov 26, 2013



### 300 N. San Antonio Road Building 1

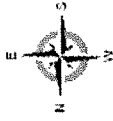
#### First Floor



Floor Plan Revised On: Sept 26, 2013

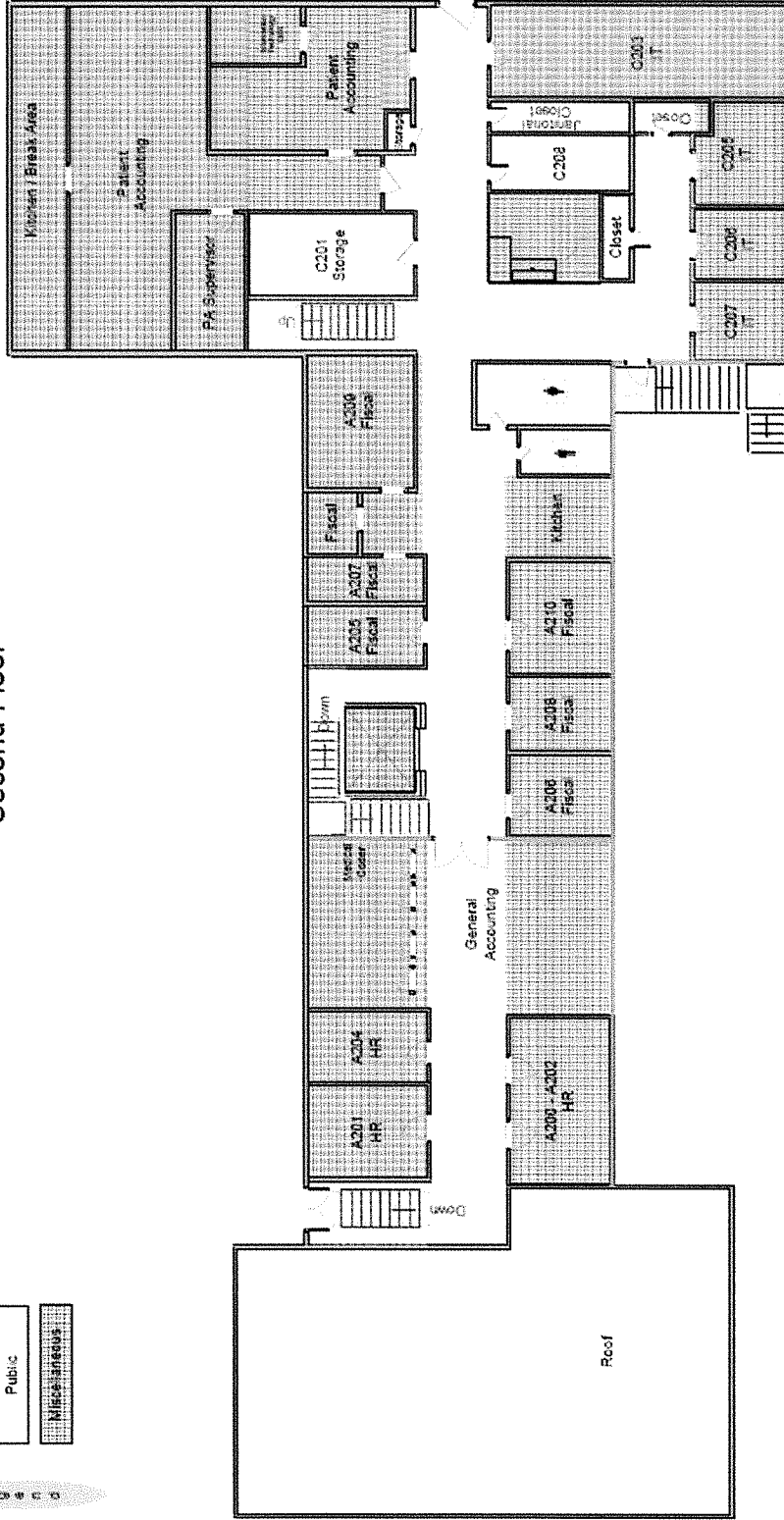
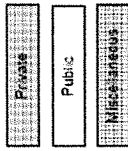
Janitorial Layer: Nov 26, 2013

NOT TO SCALE



# 300 N. San Antonio Road Building 1

## Second Floor



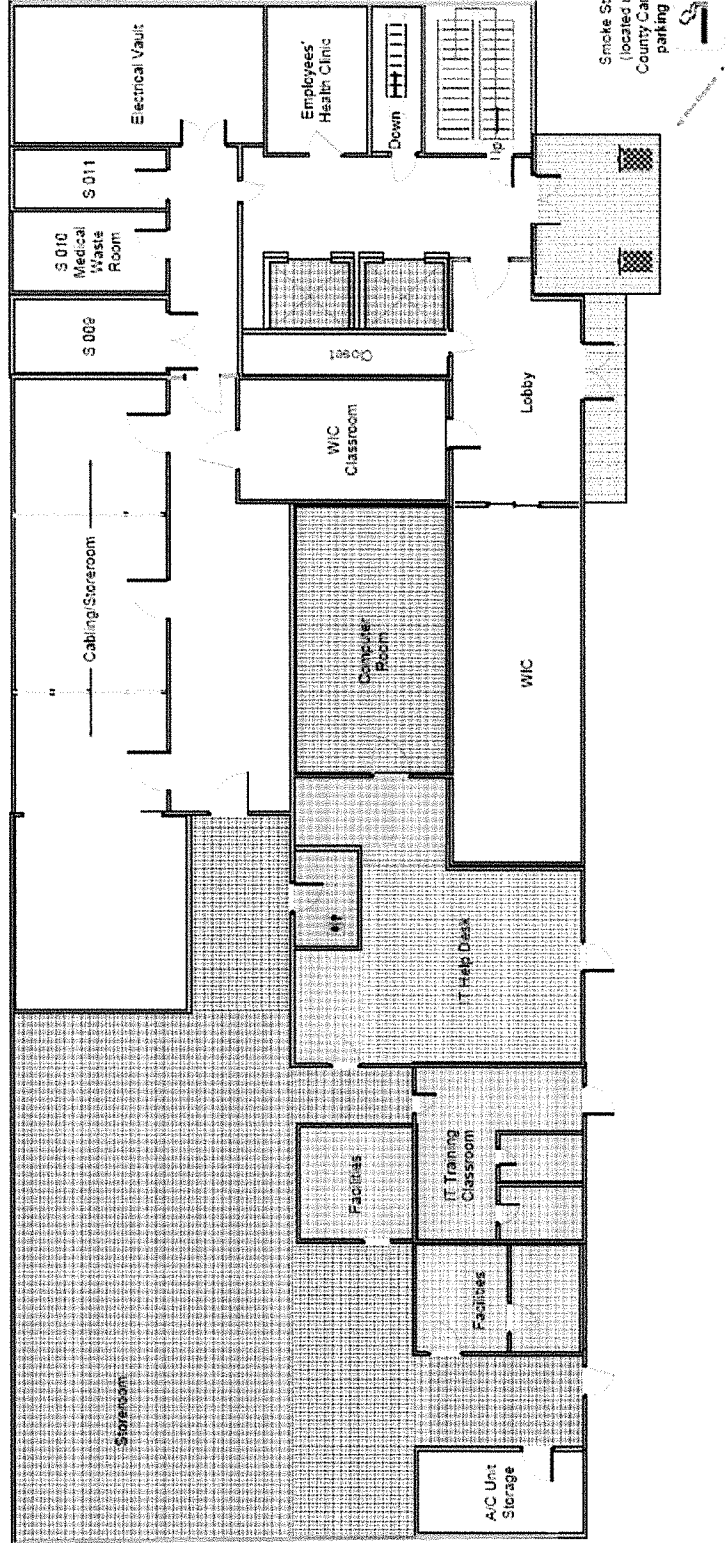


Floor Plan Revised on: Mar 3, 2010  
 Janitorial Layer: July 16, 2013

# 315 Camino del Remedio Building 3

## Ground Floor

- Private
- Public
- Public-Emply
- Day Porter
- Public Trashcan
- Public Smoking Station
- Miscellaneous

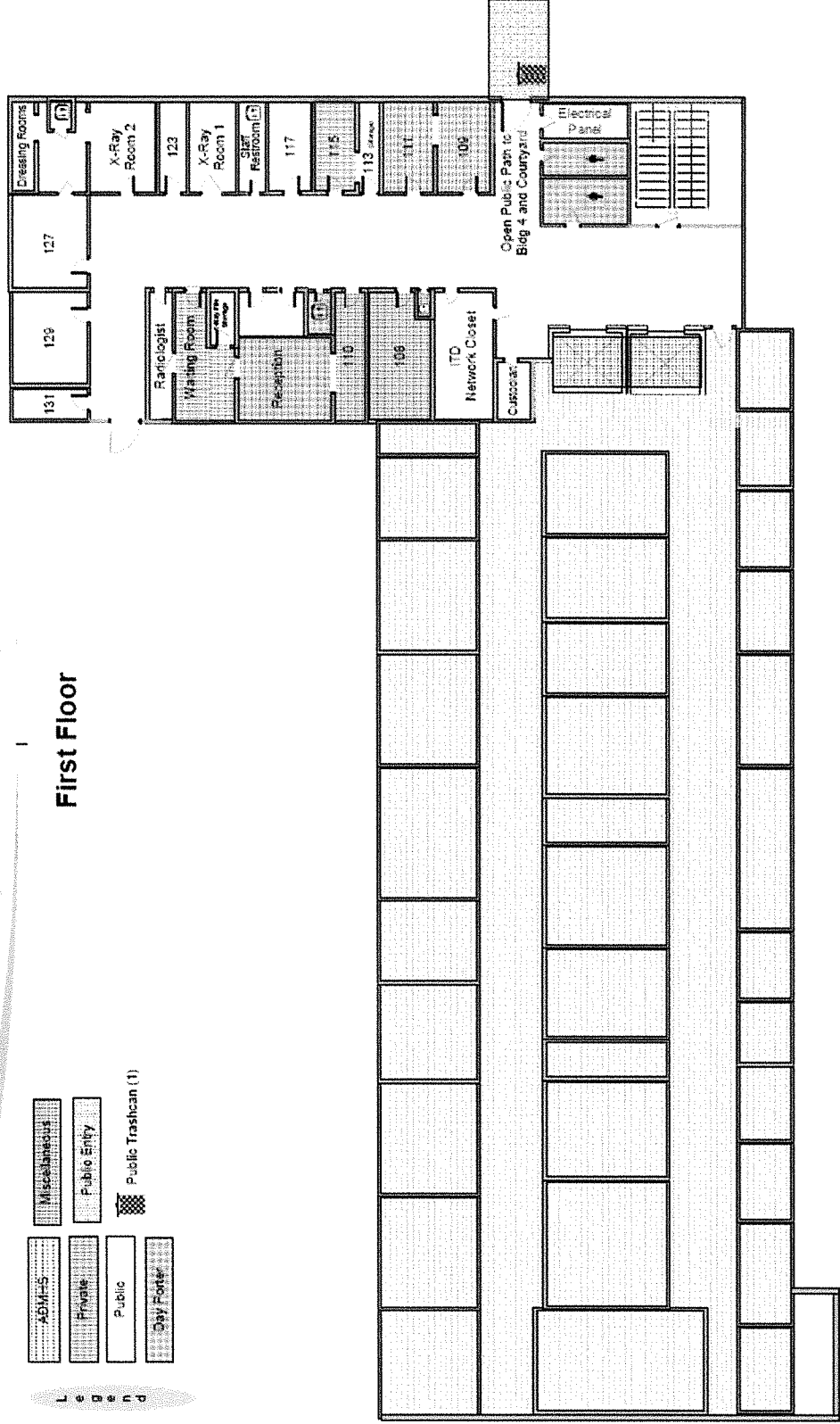


Floor Plan Revised on: Mar 3, 2010  
 Janitorial Layer: Nov 28, 2013

# 315 Camino del Remedio Building 3

## First Floor

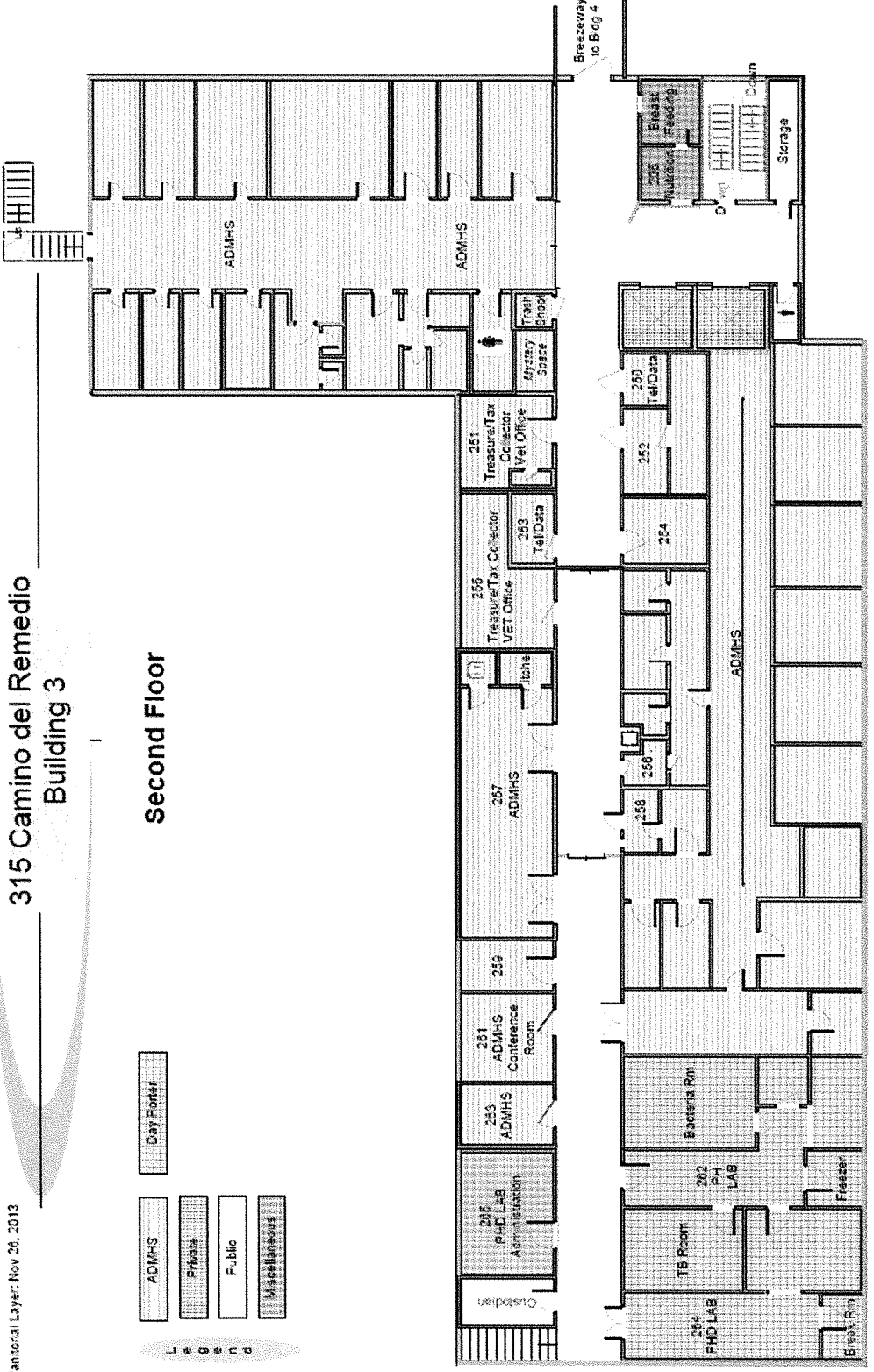
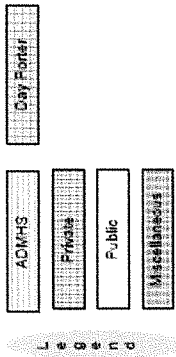
Legend	ADM-S	Miscellaneous
	Private	Public Entry
	Public	Public Trashcan (1)
	Day Porter	



Floor Plan Revised on: Mar 3, 2010  
Janitorial Layer: Nov 20, 2013

# 315 Camino del Remedio Building 3

## Second Floor



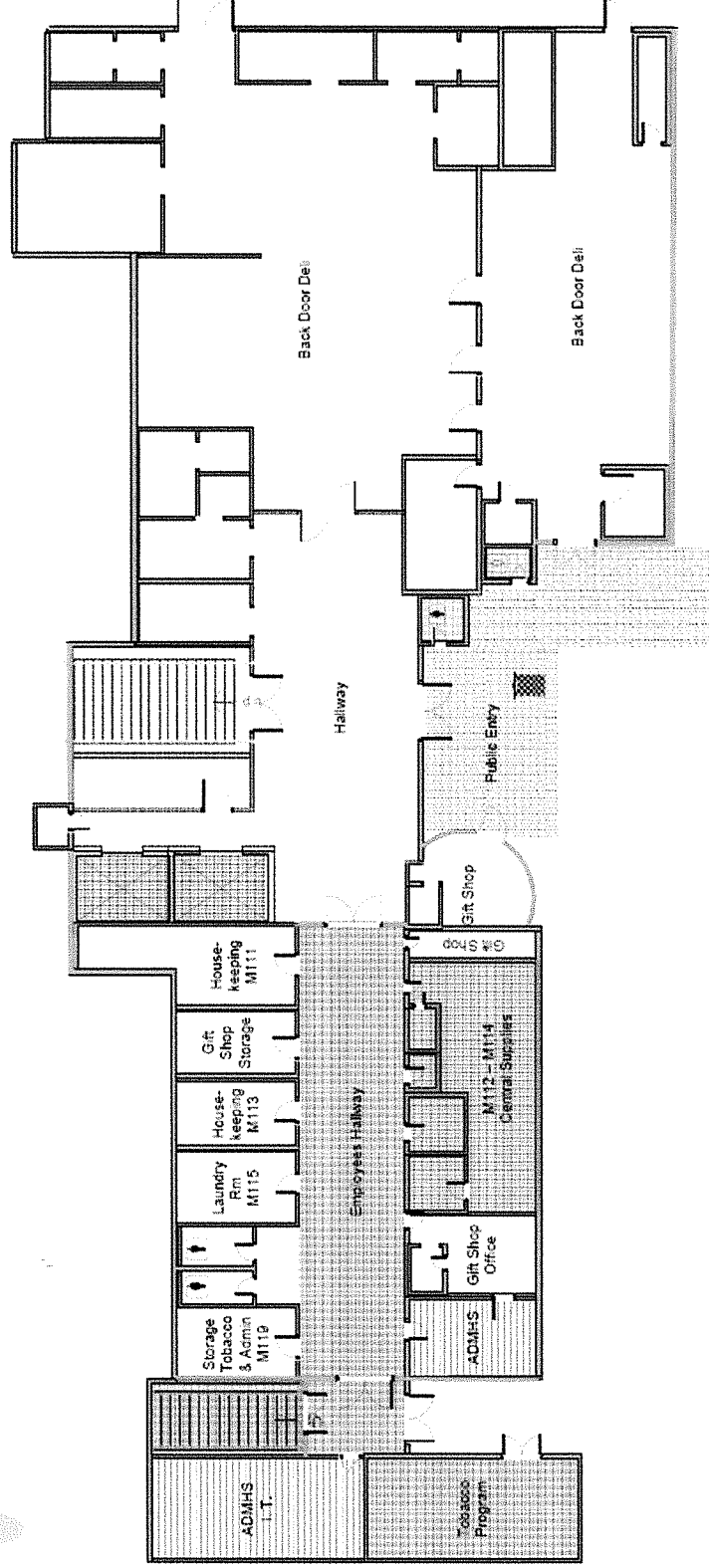
Floor Plan Last Revised On: Mar 18, 2010  
 Janitorial Layer: July 10, 2013



345 Camino del Remedio  
 Building 4

First Floor

- ADMHS
- Legend
- Public
- Public Entry
- Public Trashcan (1)
- Miscellaneous
- Day Porter

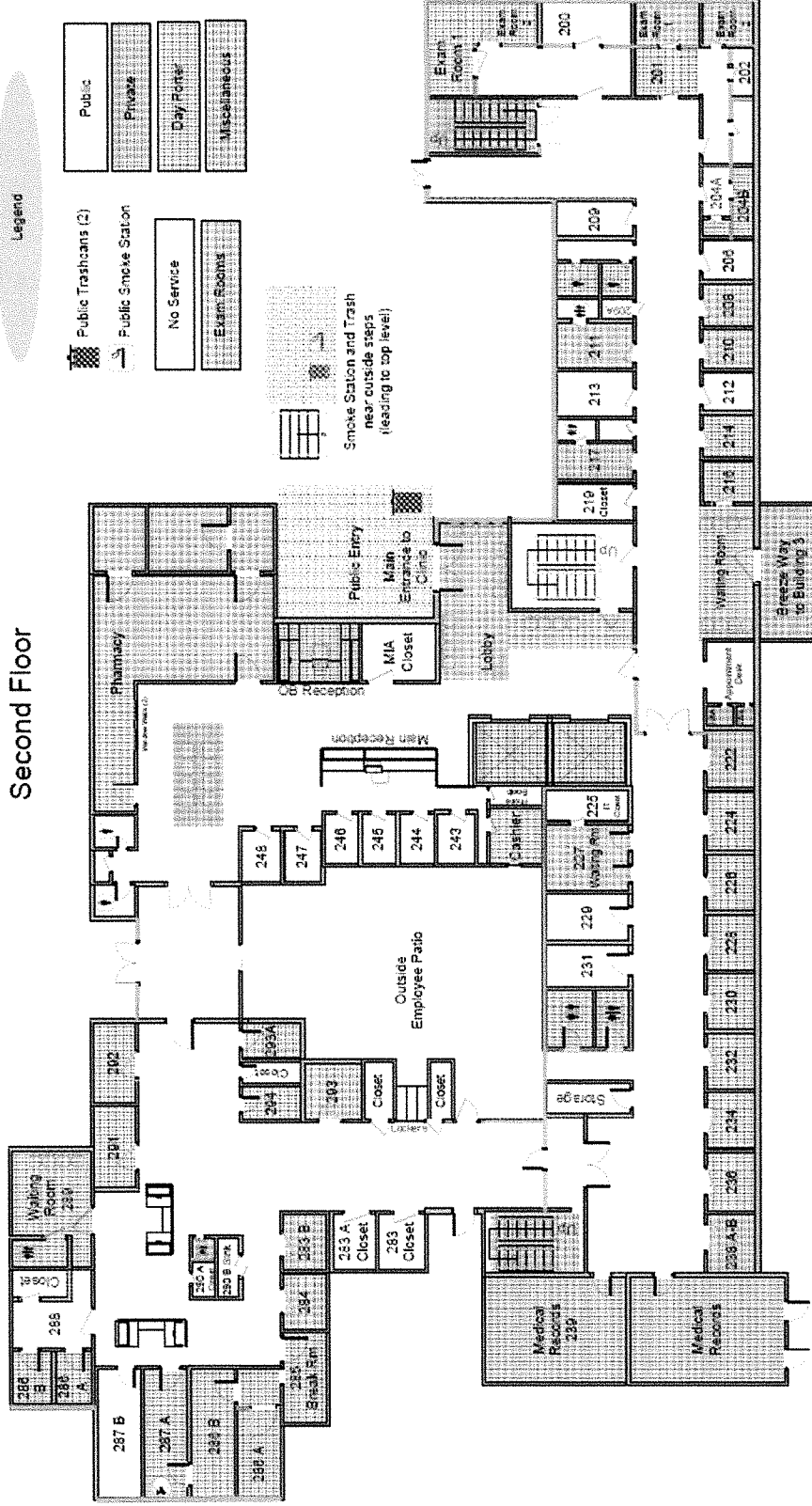


Floor Plan Last Revised On: Mar 18, 2010  
Janitorial Layer: Nov 26, 2013

# 345 Camino del Remedio Building 4



## Second Floor



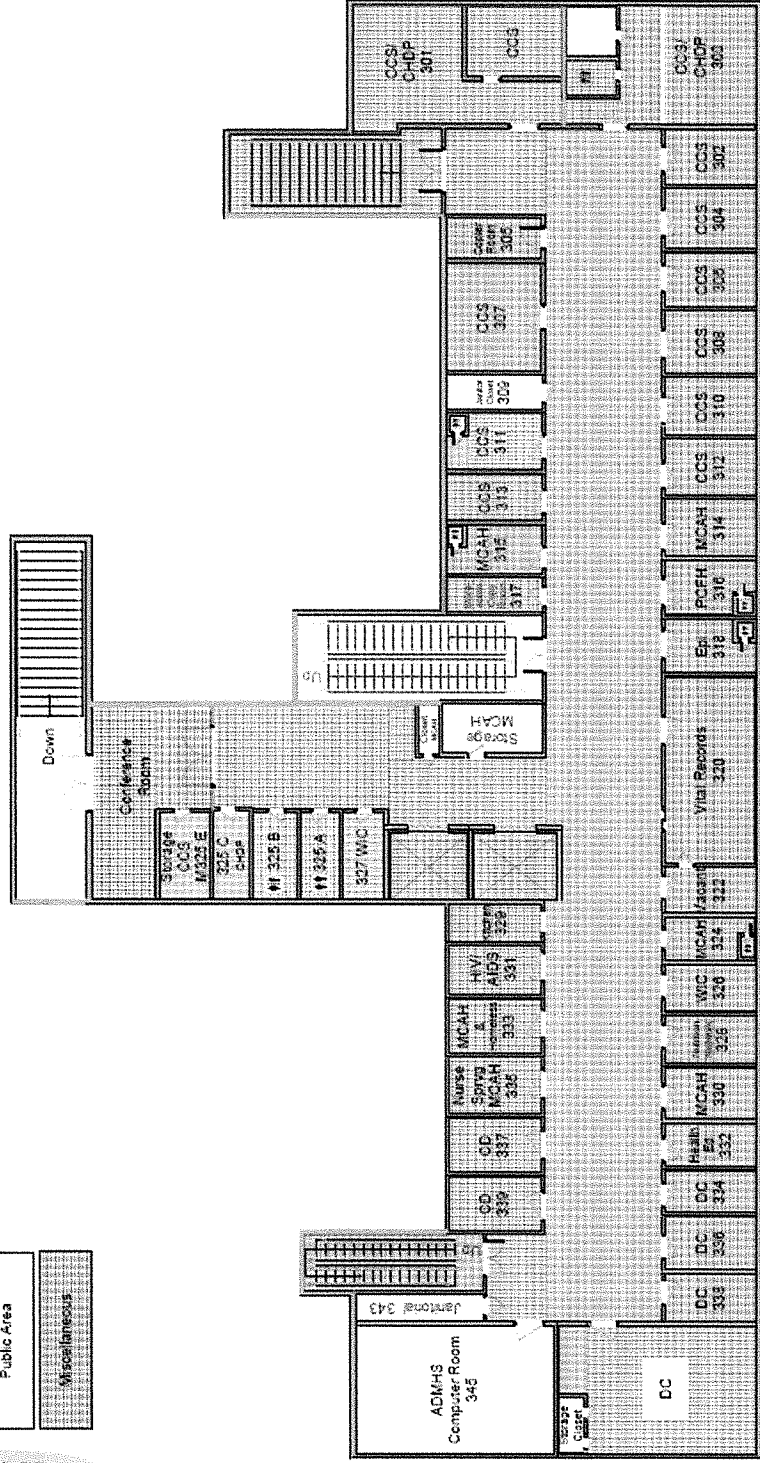
Floor Plan Last Revised On: Mar 18, 2010  
 Janitorial Layer: Nov 28, 2013



**345 Camino del Remedio  
 Building 4**

Legend
Private Area
Public Area
Miscellaneous

**Third Floor**

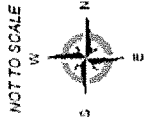


Floor Plan Revised On: Mar 19, 2010  
Jambonal Layer Revised On: Apr 2, 2010

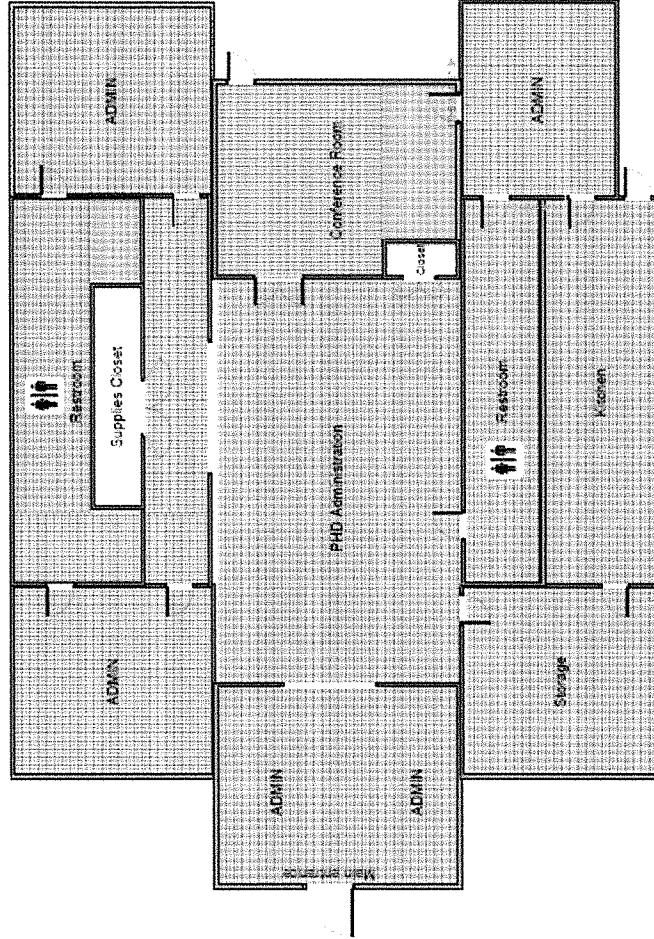
# 300 N. San Antonio Building 8

J E C C O

Private  
No Service



## Cottage



**Exhibit A  
Attachment 4  
Description of Duties  
Carpinteria Health Care Center**

**Task Schedule**

**Areas to be serviced:**

Entire interior of the Carpinteria Health Care Center  
931 Walnut Avenue  
Carpinteria, CA 93017  
Contact: Judy Stebbens

**General, Private offices, Lobbies and Exam Rooms:**

**Daily:**

1. Empty and spot clean trash receptacles. [Bio-hazard waste to be handled only by Clinic staff.]
2. Empty recycle containers and place contents in the correct dumpster.
3. Dust all furniture including desks, chairs and tables.
4. Dust all exposed filing cabinets, bookcases and shelves.
5. Dust all telephones.
6. Clean and sanitize all exam tables and chairs
7. Clean and sanitize all drinking fountains.
8. Low dust all horizontal surfaces to hand height (70") including sills, ledges, moldings, shelves, picture frames, ducts, radiators, etc.
9. Spot clean desktops.
10. Dust mop resilient and hard floors.
11. Damp mop with anti-bacterial solutions all resilient and hard floors.
12. Vacuum all carpeted walk-off mats.
13. Spot clean spills and stains on carpeted and resilient floors.
14. Spot clean furniture.
15. Disinfect sinks, counters, doors and door handles.
16. Stock towel dispensers in the exam rooms.

**Weekly:**

1. Clean and sanitize telephones.
2. High dust and low dust all horizontal surfaces, including shelves, moldings and ledges.
3. Remove dust and cobwebs from ceiling areas.

**Monthly:**

1. Dust/clean Venetian blinds.
2. Vacuum furniture.



**Washrooms:**

**Daily:**

1. Clean, sanitize and polish all vitreous fixtures including toilet bowls, urinals and hand basins.
2. Clean all glass and mirrors.
3. Empty all containers and disposals, insert liners as required, spot clean and sanitize the containers.
4. Empty and sanitize the interior of sanitary containers.
5. Spot clean all walls, doors and partitions.
6. Clean and sanitize all door handles.
7. Refill all dispensers to normal limits - napkins, soap, tissue, towels, liners, and seat covers. Supplies to be furnished by *Santa Barbara County Public Health Department* and billed as an extra cost.
8. Low dust all horizontal surfaces below 36" including sills, moldings, ledges, shelves, frames, ducts and heating outlets.
9. Sweep, damp mop, and sanitize hard floor.

**Weekly:**

1. High dust above hand height all horizontal surfaces including shelves, ledges and moldings.

**Outside Patio:**

**Daily:**

1. Damp clean and sanitize tabletops and chairs.
2. Empty all containers and disposals. Spot clean exterior and interior of all containers.
3. Sweep the concrete floor.

**Floors:**

**Monthly:**

1. Machine scrub to remove scuff and heel marks. Refinish to maintain protective coating and gloss.

**General:**

**Daily:**

1. Notify building contact of any irregularities [i.e. defective plumbing, unlocked doors, lights left on, inventory requirements, restroom supplies].
2. Turn off all lights except those specified to be left on.
3. Close all windows and lock all doors.
4. Review/check for any client email communications and respond according to agreement specifications.

**Semi monthly:**

1. Customer service visit.

**Semi annually:**

1. Formal customer review.

**Exhibit A  
Attachment 5  
Description of Duties  
Franklin Health Care Center**

**Task Schedule**

**Areas to be serviced:**

All interior office space occupied by the Franklin Health Care Center  
1136 E. Montecito Street  
Carpinteria, CA 93103  
Contact: Judy Stebbens

**General, Private offices, Lobbies and Exam Rooms:**

**Daily:**

1. Empty and spot clean trash receptacles. [Bio-hazard waste to be handled only by Clinic staff.]
2. Empty recycle containers and place contents in the correct dumpster.
3. Dust all furniture including desks, chairs and tables.
4. Dust all exposed filing cabinets, bookcases and shelves.
5. Dust all telephones.
6. Clean and sanitize all drinking fountains.
7. Low dust all horizontal surfaces to hand height (70") including sills, ledges, moldings, shelves, picture frames, ducts, radiators, etc.
8. Spot clean desktops.
9. Spot clean reception lobby glass including front door and any other partition or door glass.
10. Dust mop resilient and hard floors.
11. Vacuum all carpeting.
12. Spot clean spills and stains on carpeted and resilient floors.
13. Spot clean furniture.
14. Clean and sanitize all sinks, counters and door handles.
15. Stock towel dispensers in the exam rooms.

**Weekly:**

1. Clean and sanitize telephones.
2. High dust and low dust all horizontal surfaces, including shelves, moldings and ledges.
3. Remove dust and cobwebs from ceiling areas.

**Monthly:**

1. Dust/clean Venetian blinds.
2. Vacuum furniture.

**Washrooms:**

**Daily:**

1. Clean, sanitize and polish all vitreous fixtures including toilet bowls, urinals and hand basins.
2. Clean all glass and mirrors.
3. Empty all containers and disposals, insert liners as required, spot clean and sanitize the containers.
4. Empty and sanitize the interior of sanitary containers.
5. Spot clean all walls, doors and partitions.
6. Refill all dispensers to normal limits - napkins, soap, tissue, towels, liners, and seat covers. Supplies to be furnished by *Big Green Cleaning Company* and billed as an extra cost.
7. Low dust all horizontal surfaces below 36" including sills, moldings, ledges, shelves, frames, ducts and heating outlets.
8. Sweep, damp mop, and sanitize hard floor.

**Weekly:**

1. High dust above hand height all horizontal surfaces including shelves, ledges and moldings.

**Floors:**

**Monthly:**

1. Machine scrub to remove scuff and heel marks. Refinish to maintain protective coating and gloss.

**General:**

**Daily:**

1. Notify building contact of any irregularities [i.e. defective plumbing, unlocked doors, lights left on, inventory requirements, restroom supplies].
2. Turn off all lights except those specified to be left on.
3. Close all windows and lock all doors.
4. Review/check for any client email communications and respond according to agreement specifications.

**Semi monthly:**

1. Customer service visit.

**Semi annually:**

1. Formal customer review.

**Exhibit A  
Attachment 6  
Description of Duties  
PATH and Rescue Mission**

(PATH to be cleaned three times per week while Rescue Mission is to be cleaned twice per week)

**Areas to be serviced:**

PATH, 816 Cacique Street, Santa Barbara- Approximately 571 square feet of office and exam room space and one bathroom.

Rescue Mission, 535 E. Yanonali Street, Santa Barbara- Approximately 584 square feet of office and exam room space and one bathroom.

Contact: Ralph Barbosa

**General, Private Offices and Exam Area:**

**Daily:**

1. Empty and spot clean trash receptacles. [Bio-hazard waste to be handled only by Clinic staff.]
2. Empty recycle containers and place contents in the correct dumpster.
3. Dust all furniture including desks, chairs and tables.
4. Dust all exposed filing cabinets, bookcases and shelves.
5. Dust all telephones.
6. Clean and sanitize all exam tables and chairs
7. Low dust all horizontal surfaces to hand height (70") including sills, ledges, moldings, shelves, picture frames, ducts, radiators, etc.
8. Spot clean desktops.
9. Spot clean reception lobby glass including front door and any other partition or door glass.
10. Dust mop resilient and hard floors.
11. Vacuum all carpeting.
12. Spot clean spills and stains on carpeted and resilient floors.
13. Spot clean furniture.
14. Clean and sanitize all sinks, counters and door handles.
15. Stock towel dispensers in the exam rooms.

**Weekly:**

1. Clean and sanitize telephones.
2. High dust and low dust all horizontal surfaces, including shelves, moldings and ledges.
3. Remove dust and cobwebs from ceiling areas.

**Monthly:**

1. Dust/clean Venetian blinds.
2. Vacuum furniture.

**Washrooms:**

**Daily:**

1. Clean, sanitize and polish all vitreous fixtures including toilet bowls, urinals and hand basins.
2. Clean all glass and mirrors.
3. Empty all containers and disposals, insert liners as required, spot clean and sanitize the containers.
4. Empty and sanitize the interior of sanitary containers.
5. Spot clean all walls, doors and partitions.
6. Refill all dispensers to normal limits - napkins, soap, tissue, towels, liners, and seat covers. Supplies to be furnished by *Santa Barbara County Public Health Department*.
7. Low dust all horizontal surfaces below 36" including sills, moldings, ledges, shelves, frames, ducts and heating outlets.
8. Sweep, damp mop, and sanitize hard floor.

**Weekly:**

1. High dust above hand height all horizontal surfaces including shelves, ledges and moldings.

**Floors:**

**Monthly:**

1. Machine scrub to remove scuff and heel marks. Refinish to maintain protective coating and gloss.

**General:**

**Daily:**

1. Notify building contact of any irregularities [i.e. defective plumbing, unlocked doors, lights left on, inventory requirements, restroom supplies].
2. Turn off all lights except those specified to be left on.
3. Close all windows and lock all doors.
4. Review/check for any client email communications and respond according to agreement specifications.

**Semi monthly:**

1. Customer service visit.

**Semi annually:**

1. Formal customer review.

**Exhibit A  
Attachment 7  
Special Requests  
Building 1, Building 3, Building 4**

**A) COST PER HOUR FOR ADDITIONAL CLEANING**

Upon request, Contractor will provide a "cost per hour" summary to include employee hourly rate, cost for any supplies used, cost per hour, overtime anticipated, etc. The "cost per hour" summary shall be based on the Price List Table 1 in Exhibit B.1. if the service requested is listed. The "cost per hour" summary must be in writing and approved by COUNTY contact or designee prior to providing services.

**B) STRIP & WAX VINYL COMPOSITION/RESILIENT FLOOR**

Completely remove old finish or wax from floors using a concentrated solution of an approved liquid cleaner. Stubborn spots, gum, rust, burns, etc., not removed by machine shall be removed by hand. Corners and other areas that cannot be reached by the polishing machine shall be scrubbed and thoroughly cleaned by hand. Care shall be exercised to prevent the splashing or marring of baseboards, walls and furniture. Hard/resilient floors shall have multiple coats of a slip resistant seal and finish applied, which results in a consistent high-shine, unless otherwise directed by SBCPHD. This shall include the elimination of dust streaks, lint, standing water, cleaner residue, embedded soil and foreign objects.

**C) STRIP & WAX SPANISH TILE/CONCRETE/CERAMIC FLOOR**

Hard surface floors such as brick, terrazzo, ceramic and Spanish tile, marble, etc. shall receive the same maintenance treatment as resilient floors detailed above, with the exception that after the stripping operation, floors shall be sealed with an approved penetrating water-based sealer.

**D) STEAM CLEAN INDIVIDUAL CHAIRS**

Upon request, chairs will be steam cleaned with a hot water extraction and an approved liquid cleaner to remove all spots, stains, etc. A final extraction will be done with a clean basin of water to ensure all chairs are left free of solution residue and odor.

**E) EMERGENCY CALL OUT**

Upon request, CONTRACTOR may provide an employee to respond to emergency situations.

**F) SPECIAL MOVES**

Upon requests CONTRACTOR may provide heavy furniture moves for special and thorough (whole-room) floor cleaning activities. Heavy furniture may include: clinic exam tables, desks, and/or filing cabinets.

**EXHIBIT B  
PAYMENT ARRANGEMENTS**

**Compensation Upon Completion**

- A. For CONTRACTOR services to be rendered under this Agreement, CONTRACTOR shall be paid a total contract amount, including cost reimbursements, not to exceed **\$393,536**, inclusive of, and up to, \$196,768.00 per year of this Agreement, invoiced monthly.
- B. Monthly costs include:

**Table 1 Annual Janitorial Costs per Location**

Location	Annual Cost	Monthly Cost
Santa Barbara Health Care Center (Calle Real Campus)	\$148,968	\$ 12,414
Carpinteria/Franklin Health Care Centers	\$ 32,000	\$ 2,667
PATH & Rescue Mission	\$ 5,796	\$ 483
After Hours Cleaning and Furniture Moving	Up to \$ 10,000 depending on request	Per Invoice
<b>TOTALS</b>	<b>\$ 196,768</b>	

- C. Payment for services and /or reimbursement of costs shall be made upon CONTRACTOR's satisfactory performance, based upon the scope and methodology contained in **EXHIBIT A** as determined by COUNTY.
- D. Upon completion of the work detailed in **EXHIBIT A** and/or delivery to COUNTY of item(s) specified therein, CONTRACTOR shall submit to the COUNTY DESIGNATED REPRESENTATIVE an invoice or certified claim on the County Treasury for the service performed. This invoice or claim must cite the assigned Board Contract Number. COUNTY DESIGNATED REPRESENTATIVE shall evaluate the quality of the service performed and/or the item(s) delivered and if found to be satisfactory shall initiate payment processing. COUNTY shall pay invoices or claims for satisfactory work within 30 days of receipt of correct and complete invoices or claims from CONTRACTOR.
- E. COUNTY's failure to discover or object to any unsatisfactory work or billings prior to payment will not constitute a waiver of COUNTY's right to require CONTRACTOR to correct such work or billings or seek any other legal remedy.
- F. Consequences of Contractors Failure to Perform. SBCPHD will give CONTRACTOR written notice of deficiencies by copies of mutually agreed on contract performance report and if instances of unsatisfactory service are not remedied the following work service day, the cost of re-inspection may be applied. The parties hereto agree that due to the obligations of CONTRACTOR to maintain an effective inspections system, CONTRACTOR will be conclusively presumed to have actual knowledge of work not performed, and therefore such written notice will not be a prerequisite for withholding payment for unperformed services.
  - 1. In the case of non-performed work, at COUNTY's discretion:
    - i. Will withhold payment from CONTRACTOR's invoice all billings associated with that location such non-performed work as set out in Contract.
    - ii. May at its option, perform the services by COUNTY personnel or other means.

2. In the case of unsatisfactory work, at COUNTY's discretion:
  - i. Will withhold payment from CONTRACTOR's invoice all billings associated with that location for unsatisfactory work as set out in Contract.
  - ii. May at its option, perform the services by COUNTY personnel or other means.
3. Should COUNTY elect options 1 (i) or 2 (i) above, COUNTY will also deduct, as liquidated damages, to compensate COUNTY for administrative costs and other expenses resulting from the non-performance or unsatisfactory performance, an additional 10% of the applicable rates set forth in Contract.
4. Should COUNTY elect options 1 (ii) or 2 (ii) above, COUNTY will also deduct, an additional 20% of the rate set forth in Contract in order to compensate COUNTY for administrative costs and other expenses incurred by COUNTY to obtain satisfactory completion of the services.
5. Repeated instances of non-performance or unsatisfactory performance will be grounds for termination of the contract for default pursuant of the contract.

G. Suspension of Work. COUNTY unilaterally may order CONTRACTOR, in writing, to suspend delay or interrupt all or any part of the work for such period of time as them may determine to be in the best interest of COUNTY. Reasons may include, but not limited to, the following:

1. Fire or other casualty, which renders the facility or any part thereof, unfit for occupancy or use immediately.
2. Interruption of facility services or systems, such as utilities, elevator, plumbing, electrical, heating/cooling systems, which renders the facility or any part thereof, unfit for occupancy or use immediately.
3. A facility or any part thereof remaining vacant or unoccupied immediately by virtue of COUNTY relocating the occupants to another facility; or performing remodeling, renovations, and/or construction within a facility or part thereof.

H. Notice of Suspension of Work. COUNTY will give notice of suspension of work and effective date as follows:

1. If work suspension is due to option 1 or 2 above, verbal notice will be given within twenty-four (24) hours of effective date; written confirmation to follow.
2. If suspension is due to option 3 above, written notice at least two (2) working days in advance will be given prior to effective date.

Reduction in payment during suspension period will be calculated on a prorated basis of the proportion of the monthly rate.



**Exhibit B.1**  
**PRICE LIST**

Carpinteria Health Care Center

Janitorial services at outlined in the enclosed Task Scheduler at five times per week  
**\$869.00** per month

Franklin Health Care Center

Janitorial services at outlined in the enclosed Task Scheduler at five times per week  
**\$1098.00** per month

PATH

Janitorial services at outlined in the enclosed Task Scheduler  
Services provided **once** per week **\$155.00** per month

OR

Services provided **twice** per week **\$213.00** per month

OR

Services provided **three** times per week **\$270.00** per month

Washing of **all** windows inside and out. **\$38.00** upon request

Consumable supplies such as toilet paper, hand towels, hand soap and trash liners will be furnished by Santa Barbara County Department of Health. A Price List is provided should the County wish to have *Big Green Cleaning Company* provide those items. It is our estimate the average monthly cost of consumable items at this facility would be **\$30.00**.

Rescue Mission

Janitorial services at outlined in the enclosed Task Scheduler  
Services provided **once** per week **\$155.00** per month

OR

Services provided **twice** per week **\$213.00** per month

Washing of **all** windows inside and out. **\$38.00** upon request

Consumable supplies such as toilet paper, hand towels, hand soap and trash liners will be furnished by Santa Barbara County Department of Health. A Price List is provided should the County wish to have *Big Green Cleaning Company* provide those items. It is our estimate the average monthly cost of consumable items at this facility would be **\$30.00**.

**Table 1 Exhibit A, Attachment 7 Special Requests Price List for all locations listed in Exhibit A**

Reference Section:	Description of Work:	Price Quote
Exhibit A Attachments 1-6	Cost per hour for additional cleaning	\$35.00
Exhibit A Attachments 1-6	Cost per square foot for strip & wax vinyl/composition/resilient floor	\$0.38
Exhibit A Attachments 1-6	Cost per square foot for strip & wax Spanish tile, concrete and ceramic floor	\$0.68
Exhibit A Attachments 1-6	Steam clean individual chairs	\$4.50
Exhibit A Attachments 1-6	Minimum charge and cost per hour for emergency call-out (business hours)	Minimum charge= \$35.00 \$35.00 per hour
Exhibit A Attachments 1-6	Cost per hour for moving heavy equipment in preparation for thorough floor cleaning	\$35.00

All fees are guaranteed through June 30, 2018.