

Agreement 1

for Services of Independent Contractor with Rich & Famous Inc., doing business as Big Green Cleaning
Company for Janitorial Services

AGREEMENT FOR SERVICES OF INDEPENDENT CONTRACTOR

THIS AGREEMENT ("Agreement") is made by and between the County of Santa Barbara, a political subdivision of the State of California ("COUNTY") and Rich & Famous Inc., a California corporation doing business as Big Green Cleaning Company, whose principal place of business is located at 5151 Ekwil Street, Santa Barbara, California ("CONTRACTOR" and, together with the County, collectively, the "Parties" and each individually a "Party") to memorialize the terms and conditions pursuant to which CONTRACTOR agrees to provide the services specified herein.

WHEREAS, CONTRACTOR represents that it is specially trained, skilled, experienced, and competent to perform the special services required by COUNTY, and COUNTY desires to retain the services of CONTRACTOR pursuant to the terms, covenants, and conditions herein set forth.

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

1. DESIGNATED REPRESENTATIVE

Traci Lothery, ("COUNTY Contract Administrator"), at phone number 805-934-6506, and **Karen Leichtweis**, at phone number 805-568-2694, are the representatives of COUNTY and will administer this Agreement for and on behalf of COUNTY; provided, however, that such COUNTY representatives are not authorized to amend this Agreement. **Allen Williams**, at phone number 805-692-1000, is the authorized representative for CONTRACTOR. Changes to a Party's designated representative(s) shall be made pursuant to advance written notice to the other Party.

2. NOTICES

All notices and consents hereunder shall be delivered to the respective Parties in writing, by personal delivery or facsimile, or with postage prepaid by first class mail, registered or certified mail, or express courier service, to the respective addresses for each Party as follows:

To COUNTY: Traci Lothery
County of Santa Barbara, General Services, Facilities
912 West Foster Road
Santa Maria, CA 93454

To CONTRACTOR: Allen Williams, President
5151 Ekwil Street
Santa Barbara, CA 93111
Phone: 805-692-1000
Cell: 805-680-0299

or at such other address or to such other person that such Party may from time to time designate in accordance with this Section 2. If sent by first class mail, notices and consents under this Section 2 shall be deemed to be received five (5) days following their deposit in the U.S. mail. This Section 2 shall not be construed as meaning that either Party agrees to service of process.

3. SCOPE OF SERVICES

CONTRACTOR agrees to provide services to COUNTY hereunder ("Services") in accordance with Scope of Services attached hereto as EXHIBIT A and incorporated herein by reference ("Scope of Services").

4. TERM

The term of this Agreement shall commence on January 1, 2025, and end on December 31, 2026, unless earlier terminated in accordance with the provisions of this Agreement ("Term"). The Parties may agree to renew this Agreement for one additional two-year period commencing upon the termination of the Term ("Extension Term"); provided that such agreement to renew on behalf of the COUNTY may only be evidenced by writing approved in advance by the COUNTY Board of Supervisors. The COUNTY may terminate this Agreement upon 30 days' notice to CONTRACTOR.

Not less than 120 calendar days prior to the end of the Term, CONTRACTOR may submit to COUNTY a substantiated written request for a price escalation for the Extension Term, if any. The COUNTY reserves the right to either accept or reject in writing CONTRACTOR'S request for a price escalation as part of the COUNTY'S consideration of an Extension Term.

5. COMPENSATION OF CONTRACTOR

In full consideration for the performance of Services hereunder, CONTRACTOR shall be paid for performance under this Agreement in accordance with EXHIBIT B, attached hereto and incorporated herein by reference. Billing shall be made by itemized invoice. CONTRACTOR may request payment hereunder by submitting to COUNTY itemized invoices, which shall include the contract number assigned by COUNTY for this Agreement, and shall be delivered to the address for the COUNTY set forth in Section 2, above, in accordance with EXHIBIT B. Unless otherwise specified on EXHIBIT B, payment shall be net thirty (30) days from presentation of invoice.

6. INDEPENDENT CONTRACTOR

It is mutually understood and agreed that CONTRACTOR (including any and all of its officers, agents, and employees), shall perform all Services under this Agreement as an independent contractor as to COUNTY and not as an officer, agent, servant, employee, joint venturer, partner, or associate of COUNTY. Furthermore, COUNTY shall have no right to control, supervise, or direct the manner or method by which CONTRACTOR shall perform its work and function. However, COUNTY shall retain the right to administer this Agreement so as to verify that CONTRACTOR is performing its obligations in accordance with the terms and conditions hereof. CONTRACTOR understands and acknowledges that it shall not be entitled to any of the benefits of a COUNTY employee, including but not limited to vacation, sick leave, administrative leave, health insurance, disability insurance, retirement, unemployment insurance, workers' compensation and protection of tenure. CONTRACTOR shall be solely liable and responsible for providing to, or on behalf of, its employees all legally-required employee benefits. In addition, CONTRACTOR shall be solely responsible and save COUNTY harmless from all matters relating to payment of CONTRACTOR'S employees, including compliance with Social Security withholding and all other regulations governing such matters. It is acknowledged that during the term of this Agreement, CONTRACTOR may be providing services to others unrelated to the COUNTY or to this Agreement.

7. STANDARD OF PERFORMANCE

CONTRACTOR represents that it has the skills, expertise, and all required licenses and permits necessary to perform the Services required under this Agreement. Accordingly, CONTRACTOR shall perform all such Services in the manner and according to the standards observed by a competent practitioner of the same profession in which CONTRACTOR is engaged in Santa Barbara. All products of whatsoever nature, which CONTRACTOR delivers to COUNTY or uses pursuant to this Agreement, shall be of a first-class and delivered in a workmanlike manner and shall conform to applicable industry standards of quality and all applicable laws. CONTRACTOR shall correct or revise any errors or omissions, at COUNTY'S request without additional compensation. All required permits and licenses shall be obtained and maintained by CONTRACTOR at CONTRACTOR'S sole expense.

8. DEBARMENT AND SUSPENSION

CONTRACTOR certifies to COUNTY that CONTRACTOR and its employees and principals are not debarred,

suspended, or otherwise excluded from or ineligible for, participation in federal, state, or county government contracts. CONTRACTOR certifies that it shall not contract with a subcontractor that is so debarred or suspended.

9. TAXES

CONTRACTOR shall pay all taxes, levies, duties, and assessments of every nature due in connection with Services under this Agreement and shall make any and all payroll deductions required by law. COUNTY shall not be responsible for paying any taxes on CONTRACTOR's behalf, and should COUNTY be required to do so by state, federal, or local taxing agencies, CONTRACTOR agrees to promptly reimburse COUNTY for the full value of such paid taxes plus interest and penalty, if any. These taxes shall include, but not be limited to, the following: FICA (Social Security), unemployment insurance contributions, income tax, disability insurance, and workers' compensation insurance.

10. CONFLICT OF INTEREST

CONTRACTOR covenants that CONTRACTOR presently has no employment or interest and shall not acquire any employment or interest, direct or indirect, including any interest in any business, property, or source of income, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. CONTRACTOR further covenants that in the performance of this Agreement, no person having any such interest shall be employed by CONTRACTOR. CONTRACTOR must promptly disclose to COUNTY, in writing, potential conflict of interest. COUNTY retains the right to waive a conflict of interest disclosed by CONTRACTOR if COUNTY determines it to be immaterial, and such waiver is only effective if provided by COUNTY to CONTRACTOR in writing.

11. OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

COUNTY shall be the owner of the following items incidental to this Agreement upon production, whether or not completed: all data collected, all documents of any type whatsoever, all photos, designs, sound or audiovisual recordings, software code, inventions, technologies, and other materials, and any material necessary for the practical use of such items, from the time of collection and/or production whether or not performance under this Agreement is completed or terminated prior to completion. CONTRACTOR shall not release any of such items to other parties except after prior written approval of COUNTY.

Unless otherwise specified in Exhibit A, CONTRACTOR hereby assigns to COUNTY all copyright, patent, and other intellectual property and proprietary rights to all data, documents, reports, photos, designs, sound or audiovisual recordings, software code, inventions, technologies, and other materials prepared or provided by CONTRACTOR pursuant to this Agreement (collectively referred to as "Copyrightable Works and Inventions"). COUNTY shall have the unrestricted authority to copy, adapt, perform, display, publish, disclose, distribute, create derivative works from, and otherwise use in whole or in part, any Copyrightable Works and Inventions. CONTRACTOR agrees to take such actions and execute and deliver such documents as may be needed to validate, protect and confirm the rights and assignments provided hereunder. CONTRACTOR warrants that any Copyrightable Works and Inventions and other items provided under this Agreement will not infringe upon any intellectual property or proprietary rights of any third party. CONTRACTOR at its own expense shall defend, indemnify, and hold harmless COUNTY against any claim that any Copyrightable Works or Inventions or other items provided by CONTRACTOR hereunder infringe upon intellectual or other proprietary rights of a third party, and CONTRACTOR shall pay any damages, costs, settlement amounts, and fees (including attorneys' fees) that may be incurred by COUNTY in connection with any such claims. This Ownership of Documents and Intellectual Property provision shall survive expiration or termination of this Agreement.

12. NO PUBLICITY OR ENDORSEMENT

CONTRACTOR shall not use COUNTY's name or logo or any variation of such name or logo in any publicity, advertising or promotional materials. CONTRACTOR shall not use COUNTY's name or logo in any manner that would give the appearance that the COUNTY is endorsing CONTRACTOR. CONTRACTOR shall not in any way

contract on behalf of or in the name of COUNTY. CONTRACTOR shall not release any informational pamphlets, notices, press releases, research reports, or similar public notices concerning the COUNTY or its projects, without obtaining the prior written approval of COUNTY.

13. COUNTY PROPERTY AND INFORMATION

All of COUNTY's property, documents, and information provided for CONTRACTOR's use in connection with the services shall remain COUNTY's property, and CONTRACTOR shall return any such items whenever requested by COUNTY and whenever required according to the Termination section of this Agreement. CONTRACTOR may use such items only in connection with providing the services. CONTRACTOR shall not disseminate any COUNTY property, documents, or information without COUNTY's prior written consent.

14. RECORDS, AUDIT, AND REVIEW

CONTRACTOR shall keep such business records pursuant to this Agreement as would be kept by a reasonably prudent practitioner of CONTRACTOR's profession and shall maintain such records for at least four (4) years following the termination of this Agreement. All accounting records shall be kept in accordance with generally accepted accounting principles. COUNTY shall have the right to audit and review all such documents and records at any time during CONTRACTOR's regular business hours or upon reasonable notice. In addition, if this Agreement exceeds ten thousand dollars (\$10,000.00), CONTRACTOR shall be subject to the examination and audit of the California State Auditor, at the request of the COUNTY or as part of any audit of the COUNTY, for a period of three (3) years after final payment under the Agreement (Cal. Govt. Code Section 8546.7). CONTRACTOR shall participate in any audits and reviews, whether by COUNTY or the State, at no charge to COUNTY.

If federal, state or COUNTY audit exceptions are made relating to this Agreement, CONTRACTOR shall reimburse all costs incurred by federal, state, and/or COUNTY governments associated with defending against the audit exceptions or performing any audits or follow-up audits, including but not limited to: audit fees, court costs, attorneys' fees based upon a reasonable hourly amount for attorneys in the community, travel costs, penalty assessments and all other costs of whatever nature. Immediately upon notification from COUNTY, CONTRACTOR shall reimburse the amount of the audit exceptions and any other related costs directly to COUNTY as specified by COUNTY in the notification.

15. INDEMNIFICATION AND INSURANCE

CONTRACTOR agrees to comply with the indemnification and insurance provisions set forth in EXHIBIT C, attached hereto and incorporated herein by reference.

16. NONDISCRIMINATION

COUNTY hereby notifies CONTRACTOR that COUNTY's Unlawful Discrimination Ordinance (Article XIII of Chapter 2 of the Santa Barbara County Code) applies to this Agreement and is incorporated herein by this reference with the same force and effect as if the Ordinance were specifically set out herein and CONTRACTOR agrees to comply with said Ordinance.

17. NONEXCLUSIVE AGREEMENT

CONTRACTOR understands that this is not an exclusive Agreement and that COUNTY shall have the right to negotiate with and enter into contracts with others providing the same or similar services as those provided by CONTRACTOR as the COUNTY desires.

18. NON-ASSIGNMENT

CONTRACTOR shall not assign, subcontract, or otherwise transfer, directly or indirectly, by operation of law or otherwise ("Transfer"), this Agreement or any of CONTRACTOR's rights or obligations under this Agreement without the prior written consent of COUNTY in each instance, and any attempt to so assign, subcontract or

transfer without such consent shall be void and without legal effect and shall constitute grounds for immediate termination of this Agreement by COUNTY.

19. TERMINATION

- A. By COUNTY. COUNTY may, by written notice to CONTRACTOR, terminate this Agreement in whole or in part at any time, whether for COUNTY's convenience, for non-appropriation of funds, or because of the failure of CONTRACTOR to fulfill the obligations herein.
- 1 For Convenience. COUNTY may terminate this Agreement in whole or in part upon thirty (30) days written notice. During the thirty (30) day period, CONTRACTOR shall, as directed by COUNTY, wind down and cease its services as quickly and efficiently as reasonably possible, without performing unnecessary services or activities and by minimizing negative effects on COUNTY from such winding down and cessation of services.
 - 2 For Non-appropriation of Funds. Notwithstanding any other provision of this Agreement, in the event that no funds or insufficient funds are appropriated or budgeted by federal, state or COUNTY governments, or funds are not otherwise available for payments in the fiscal year(s) covered by the term of this Agreement, then COUNTY will notify CONTRACTOR of such occurrence and COUNTY may terminate or suspend this Agreement in whole or in part, with or without a prior notice period. Subsequent to termination of this Agreement under this provision, COUNTY shall have no obligation to make payments with regard to the remainder of the term.
 - 3 For Cause. Should CONTRACTOR default in the performance of this Agreement or materially breach any of its provisions, COUNTY may, at COUNTY's sole option, terminate or suspend this Agreement in whole or in part by written notice. Upon receipt of notice, CONTRACTOR shall immediately discontinue all services affected (unless the notice directs otherwise) and notify COUNTY as to the status of its performance. The date of termination shall be the date the notice is received by CONTRACTOR, unless the notice directs otherwise.
- B. By CONTRACTOR. Should COUNTY fail to pay CONTRACTOR all or any part of the payment set forth in EXHIBIT B, CONTRACTOR may, at CONTRACTOR's option terminate this Agreement if such failure is not remedied by COUNTY within thirty (30) days of written notice to COUNTY of such late payment.
- C. Upon termination of this Agreement, CONTRACTOR shall deliver to COUNTY all data, estimates, graphs, summaries, reports, and all other property, records, documents or papers as may have been accumulated or produced by CONTRACTOR in performing this Agreement, whether completed or in process, except such items as COUNTY may, by written permission, permit CONTRACTOR to retain. Notwithstanding any other payment provision of this Agreement, COUNTY shall pay CONTRACTOR for satisfactory services performed to the date of termination to include a prorated amount of compensation due hereunder less payments, if any, previously made. In no event shall CONTRACTOR be paid an amount in excess of the full price under this Agreement nor for profit on unperformed portions of service. CONTRACTOR shall furnish to COUNTY such financial information as in the judgment of COUNTY is necessary to determine the reasonable value of the services rendered by CONTRACTOR. In the event of a dispute as to the reasonable value of the services rendered by CONTRACTOR, the decision of COUNTY shall be final. The foregoing is cumulative and shall not affect any right or remedy which COUNTY may have in law or equity.

20. SUSPENSION OF WORK

COUNTY unilaterally may order the CONTRACTOR, in writing, to suspend, delay or interrupt all or any part of the Services for such period of time as COUNTY may determine to be in the best interest of the COUNTY. Reasons for such suspension(s), delay(s), or interruption(s) may include, but are not limited to, the following:

- A. Fire or other casualty, which renders the Site, or the facility at which the Site is located or any part thereof, unfit for occupancy or use immediately.
- B. 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.
- C. 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.

COUNTY will give notice of suspension of Services and the effective date thereof as follows:

- A. If suspension is due to "a" or "b" above, verbal notice will be given within twenty-four (24) hours of; written confirmation to follow.
- B. If suspension is due to "c" above, written notice at least two (2) working days in advance will be given prior to the effective date of such suspension.

21. SECTION HEADINGS

The headings of the several sections, and any Table of Contents appended hereto, shall be solely for convenience of reference and shall not affect the meaning, construction or effect hereof.

22. SEVERABILITY

If any one or more of the provisions contained herein shall for any reason be held to be invalid, illegal or unenforceable in any respect by a court of competent jurisdiction, then such provision or provisions shall be deemed severable from the remaining provisions hereof, and such invalidity, illegality or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

23. REMEDIES NOT EXCLUSIVE

No remedy herein conferred upon or reserved to COUNTY is intended to be exclusive of any other remedy or remedies, and each and every such remedy, to the extent permitted by law, shall be cumulative and in addition to any other remedy given hereunder or now or hereafter existing at law or in equity or otherwise.

24. TIME IS OF THE ESSENCE

Time is of the essence in this Agreement and each covenant and term is a condition herein.

25. NO WAIVER OF DEFAULT

No delay or omission of COUNTY to exercise any right or power arising upon the occurrence of any event of default shall impair any such right or power or shall be construed to be a waiver of any such default or an acquiescence therein; and every power and remedy given by this Agreement to COUNTY shall be exercised from time to time and as often as may be deemed expedient in the sole discretion of COUNTY.

26. ENTIRE AGREEMENT AND AMENDMENT

This Agreement contains the entire understanding and agreement of the Parties with respect to the subject matter hereof, and there have been no promises, representations, agreements, warranties or undertakings by any of the Parties, either oral or written, of any character or nature hereafter binding except as set forth herein. This Agreement may be altered, amended or modified only by an instrument in writing, executed by the duly authorized representative(s) of each of the Parties and by no other means. Each Party waives their future right to claim, contest or assert that this Agreement was modified, canceled, superseded, or changed by any oral agreements, course of conduct, waiver or estoppel. Amendments to this Agreement may only be authorized and executed on

behalf of the COUNTY by the COUNTY Board of Supervisors, except as follows:

- A. The Director of the COUNTY's General Services Department, or his Chief Procurement Officer Designee, may execute amendments to this Agreement in order to increase the Base Contract Amount, provided that in no event shall the total amount payable by the COUNTY hereunder exceed the aggregate amount of \$7,109,515.60 ("Maximum Contract Amount").

27. SUCCESSORS AND ASSIGNS

All representations, covenants and warranties set forth in this Agreement, by or on behalf of, or for the benefit of any or all of the parties hereto, shall be binding upon and inure to the benefit of such party, its successors and assigns; provided however, that CONTRACTOR shall not Transfer this Agreement or any of CONTRACTOR's rights of obligations hereunder in violation of Section 18, above, and none of the benefits to CONTRACTOR hereunder shall inure to the benefit of any unauthorized transferee.

28. COMPLIANCE WITH LAW

CONTRACTOR shall, at its sole cost and expense, comply with all County, State and Federal ordinances; statutes; regulations; orders including, but not limited to, executive orders, court orders, and health officer orders; guidance; and letters including, but not limited to, those issued by the California Department of Public Health now in force or which may hereafter be in force with regard to this Agreement. The judgment of any court of competent jurisdiction, or the admission of CONTRACTOR in any action or proceeding against CONTRACTOR, whether COUNTY is a party thereto or not, that CONTRACTOR has violated any such ordinance or statute, shall be conclusive of that fact as between CONTRACTOR and COUNTY.

29. CALIFORNIA LAW AND JURISDICTION

This Agreement shall be governed by and subject to the laws of the State of California. Any litigation regarding this Agreement or its contents shall be filed in the County of Santa Barbara, if in state court, or in the federal district court nearest to Santa Barbara County, if in federal court.

30. EXECUTION OF COUNTERPARTS

This Agreement may be executed electronically and in any number of counterparts and each of such counterparts shall for all purposes be deemed to be an original; and all such counterparts, or as many of them as the parties shall preserve undestroyed, shall together constitute one and the same instrument.

31. AUTHORITY

All signatories and parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement in the names, titles and capacities herein stated and on behalf of any entities, persons, or firms represented or purported to be represented by such entity(ies), person(s), or firm(s) and that all formal requirements necessary or required by any state and/or federal law in order to enter into this Agreement have been fully complied with. Furthermore, by entering into this Agreement, CONTRACTOR hereby warrants that it shall not have breached the terms or conditions of any other contract or agreement to which CONTRACTOR is obligated, which breach would have a material effect hereon.

32. MISCELLANEOUS

- A. County Rules – CONTRACTOR shall comply with any applicable County rules and guidelines for performance as described in EXHIBIT A-5: County Rules.
- B. Safety Measures – CONTRACTOR shall take all necessary safety precautions on each Site and shall erect and properly maintain at all times, as required by job conditions and progress of Services, all necessary safeguards for the protection of persons on such Site(s).
- C. Hazardous and Toxic Substances – Manufacturers and distributors are required by the federal

“Hazardous Communication Standard” (29 CFR 1910-1200) to label each hazardous material or chemical container and California Hazard Communication Regulation Section 5194 of Title 8, California administrative Code (T8CAC) to provide Material Safety Data Sheets to the purchaser. CONTRACTOR shall comply with these laws and provide COUNTY with copies of the Material Safety Data Sheets.

33. SURVIVAL

All provisions of this Agreement which by their nature are intended to survive the termination or expiration of this Agreement shall survive such termination or expiration.

34. PRECEDENCE

In the event of conflict between the provisions contained in the numbered sections 1 through 35 of this Agreement and the provisions contained in the Exhibits attached hereto, the provisions of such numbered sections shall prevail over those in the Exhibits, other than Exhibit C, the provisions of which shall control and prevail over all other provisions of this Agreement.

35. PRIOR AGREEMENTS

Upon execution, this Agreement supersedes all prior agreements between COUNTY and CONTRACTOR related to the subject matter hereof.

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

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective on the date executed by COUNTY.

ATTEST:

Mona Miyasato
County Executive Officer
Clerk of the Board

COUNTY OF SANTA BARBARA:

Steven Lavignino, Chair
Board of Supervisors

By: _____
Deputy Clerk

By: _____
Chair, Board of Supervisors

Date: _____

RECOMMENDED FOR APPROVAL:

Kirk Lagerquist
General Services

DocuSigned by:
Kirk Lagerquist
By: _____
13AED330054E96E...
Director of General Services

APPROVED AS TO FORM:

Rachel Van Mullem
County Counsel

Signed by:
Lauren Wideman
By: _____
0F66D922C0445B...
Deputy County Counsel

APPROVED AS TO ACCOUNTING FORM:

Betsy M. Schaffer, CPA, CPFO
Auditor-Controller

Signed by:
Shawna Jorgensen
By: _____
DF6DB6D7D6344E6...
Deputy

APPROVED AS TO FORM:

Gregory Milligan
Risk Management

DocuSigned by:
Gregory Milligan
By: _____
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Risk Manager

Agreement for Services of Independent Contractor by and between the County of Santa Barbara and Rich & Famous Inc., doing business as **Big Green Cleaning Company**.

In Witness Whereof, the Parties have executed this Agreement to be effective as of the first date dully executed by all of the Parties ("Effective Date").

CONTRACTOR:
Big Green Cleaning Company

Signed By:  _____
Authorized Representative

Date: 11/25/2024 | 10:31 AM PST

Printed Name: Allen williams _____

Title: President _____

EXHIBIT A

SCOPE OF SERVICES

CONTRACTOR shall perform the Services set forth in, and in accordance with, this Scope of Services described in this EXHIBIT A, including **Exhibits A-1, and A-2.**

1. **Responsibilities** – CONTRACTOR will furnish all labor, uniforms, materials, equipment, transportation, supervision and management required to provide **Services** in accordance with all provisions of this Agreement. CONTRACTOR shall perform Services at each location (each a “Site”), with the frequency and at the rates specified, in **Exhibits A-1 and A-2.**

CONTRACTOR shall maintain each Site in a clean and sanitary manner, and all Services shall be performed in a professional, workmanlike manner using high-quality equipment and materials of a quality used by competent janitorial professionals operating in California.

2. **Personnel** – CONTRACTOR shall provide an adequate number of personnel to perform the Janitorial Services hereunder, and to ensure that all Services herein specified are accomplished in a timely and professional manner. It is the CONTRACTOR’s responsibility to administer the employment of CONTRACTOR’s personnel, including recruiting, selecting, training, arranging schedules, withholding proper taxes, paying wages, making employer contributions for FICA and federal and state unemployment taxes, performing background investigations and reviewing other qualifications necessary for the Services to be provided hereunder.
3. **Equipment and Supplies** – CONTRACTOR will furnish all cleaning supplies such as rags, floor finish, carpet cleaners, etc. CONTRACTOR will invoice the COUNTY the cost of supplying toilet paper, toilet seat covers, roll towels, hand soap, trash liners, urinal screens, sanitary receptacle bags, air fresheners, and batteries as shown in Agreement 2, Exhibit A-1 between the COUNTY and CONTRACTOR for Janitorial Supplies, dated as of the date hereof.

CONTRACTOR will furnish and maintain in good working condition all the necessary cleaning equipment required to maintain each Site including, but not limited to, vacuum cleaners, buffers, strippers, scrubbing machines, extension poles, ladders and carpet extraction equipment.

4. **Working Hours** - Services under this Agreement will be performed outside of the COUNTY’s business hours, except as otherwise provided in this Agreement. Business hours for each Site is determined by the COUNTY and will be provided to CONTRACTOR.
5. **Schedule** - All Services must be performed in accordance with the Task Schedule attached hereto as Exhibit A-2 (“Task Schedule”). In the event that Services to be performed in accordance with the Task Schedule would fall on a holiday specified in the Calendar of Holidays attached hereto as **Exhibit A-3** (“Calendar of Holidays”), such Services shall be performed on the day after such holiday.
6. **Sanitation Services** - At the locations specified in Exhibit A-2 Task Schedule, CONTRACTOR shall perform specialized sanitation Services, as a safety precaution, for surfaces commonly touched by the public, which will be sanitized using an ammonium chloride hospital grade quaternary disinfectant, or a sodium-based disinfectant cleaner, if requested.
7. **Secured Areas** - Secured areas must be cleaned during normal business hours or as otherwise specified by COUNTY in writing in advance. A “secured area” is defined as any part of a building or facility to which COUNTY has not provided CONTRACTOR access or keys. Access to secured areas will be controlled by COUNTY personnel who will accompany CONTRACTOR personnel.
8. **Interrupted Service** - In the event that a Site is closed for the day or opens late, or closes early due to a COUNTY-declared emergency (e.g., due to road or weather conditions or other reasons, the COUNTY may excuse performance of scheduled Services during such closure(s), or may require CONTRACTOR to perform such Services as soon as possible following such closure. The CONTRACTOR must

nevertheless make every effort to timely provide such scheduled Services, particularly if such closure is on a Friday, such that such Site will be cleaned prior to COUNTY business hours for such Site on the following COUNTY business day.

9. **Quality Assurance and Inspections** - All Services performed must meet the highest quality and performance standards. COUNTY shall regularly and randomly inspect Sites to ensure compliance hereunder. The CONTRACTOR's supervisor shall be available, upon request, to accompany the COUNTY Contract Administrator designated herein during inspections.

CONTRACTOR will not perform inspections during COUNTY business hours without the prior written consent of COUNTY in each instance.

10. **Specialized Staff Training** - CONTRACTOR shall comply with the OSHA Standard 29 CFR § 1910.1030 Blood Borne Pathogens as it pertains to the training, safety and equipment needed for all employees engaged in janitorial service for Sites that are medical facilities. CONTRACTOR shall provide proof of compliance to COUNTY on the Effective Date.
11. **Confidentiality Agreement** – CONTRACTOR personnel must sign and deliver to COUNTY a confidentiality agreement in the form attached hereto as **Exhibit A-4** prior to providing Services at any Site or other COUNTY facility.
12. **Background Checks - For all Sites and Service locations:** A background check performed by the County of Santa Barbara Sheriff's Department will be required at CONTRACTOR's expense for each CONTRACTOR employees prior to providing Services to the COUNTY, including, but not limited to floor, crew, cleaning staff, day porters, supervisors, etc. CONTRACTOR must provide to the COUNTY, on or before the Effective Date, recent Live Scan results for each employee, backup personnel, and all other persons who are to perform Services by or on behalf of CONTRACTOR hereunder. COUNTY may refuse acceptance of Contractor's personnel based on the results of the background checks, or any changes thereafter.

In addition to the Sheriff Department background check specified above, each of the following department-specific requirements must be completed for each person assigned by CONTRACTOR to perform Services at any Site located in any of the locations specified for such department below. Each requirement is independent of the others and will be conducted at the expense of the requesting department. Passing one requirement does not excuse a person from being required to pass another if performing Services at such a Site. Separate background requirements must be met for each department clearance.

- a) **Child Support Services Requirement:** All personnel assigned to work in any COUNTY Child Support Office will be required to first sign and provide to the Director of the COUNTY's Child Support Services Department a Confidentiality Agreement. Each such assignment must be approved in advance, and shall be subject to monitoring by the COUNTY's Child Support Services Department.
- b) **District Attorney Department Requirement:** All personnel assigned to work in any COUNTY District Attorney Office will be required to pass the Department of Justice background check. Each such assignment must be approved in advance, and shall be subject to monitoring by the COUNTY's District Attorney Special Unit.
- c) **Probation Department Requirement:** All personnel assigned to work in any COUNTY Probation Department Office will be required to complete an online Probation Training as well as pass a Department of Justice background check. Each such assignment must be approved in advance, and shall be subject to monitoring by the COUNTY'S Probation Department Special Unit.
- d) **Sheriff's Department Requirement:** All personnel assigned to work in any COUNTY Sheriff's Office will be required to pass the COUNTY Sheriff background check, to include the Department of Justice background check. Each such assignment must be approved in advance, and shall be subject to monitoring by the COUNTY Sheriff's Department Special Unit.
- e) **Social Services Requirement:** All personnel assigned to work in any COUNTY Social Services Office will be required to first sign and provide to the Director of the COUNTY Social Services Department a Confidentiality Agreement. Each such assignment must be approved in advance, and shall be subject to monitoring by the COUNTY's Social Services Department.

The CONTRACTOR shall immediately notify COUNTY in writing of any legal proceedings associated with any of CONTRACTOR's employees or any other person performing Services on behalf of CONTRACTOR hereunder (e.g., an arrest after completion of background checks required hereunder; change in probationary status, etc.)

13. **Security** - The COUNTY will provide County ID badges to CONTRACTOR personnel assigned by CONTRACTOR to perform Services at one or more Sites. First time badges, and a replacement for any defective or cracked badges, will be provided at no cost to the CONTRACTOR. Any lost or damaged badges will be replaced at a charge of \$15.00 each. CONTRACTOR shall be responsible for use of all ID badges, keys and security cards issued to CONTRACTOR and/or such personnel.

All main doors and windows at each Site shall be closed and locked upon completion of cleaning operations in the area. Each Site shall be double-checked at end of each shift on such Site to verify such Site is secured.

CONTRACTOR shall not duplicate any ID badge, key, security card, or other means of access to COUNTY property unless directed to do so by the COUNTY Contract Administrator. CONTRACTOR must promptly report in writing to the COUNTY Contract Administrator any lost key(s) or need for additional key(s).

To avoid the possibility of tracing lost keys to COUNTY premises, the CONTRACTOR shall not put identification on any keys.

14. **Alarm Responsibility** - Where a Site to be serviced is equipped with an intrusion alarm, the CONTRACTOR's staff shall be responsible for disarming the alarm when they enter such facility and for arming the alarm when they leave. The applicable COUNTY department contact designated in this Exhibit A shall be responsible for furnishing instructions to the CONTRACTOR regarding the correct procedure for such alarm operations. It shall be the CONTRACTOR's responsibility to instruct CONTRACTOR personnel regarding such operations. Any charges, including, but not limited to, charges incurred in connection with response(s) from security personnel or law enforcement arising out of CONTRACTOR personnel not deactivating alarm properly, will be billed to and shall be paid by CONTRACTOR.

15. **Storage Space** – The COUNTY will provide storage space and/or closets at the Sites for janitorial supplies and equipment. Due to the limited amount of space, any storage spaces beyond which the COUNTY is presently providing for janitorial supplies and equipment as of the Effective Date is the responsibility of the CONTRACTOR. CONTRACTOR shall ensure that all janitorial supplies and equipment in COUNTY storage areas will not impede access to electrical boxes, roof access, and water heaters.

16. **Floor Care Schedules** – CONTRACTOR shall include the COUNTY Contract Administrator in all notifications regarding floor care to be performed in any Site. Prior to any scheduling change for floor care, advanced authorization is required from the COUNTY Contract Administrator.

Any residue on or damage done to carpet or other flooring arising out of any act or omission by or on behalf of CONTRACTOR or any of CONTRACTOR's employees or personnel will be corrected at the expense of the CONTRACTOR.

17. **Day Porter** – CONTRACTOR will provide four (4) full-time day porters ("Day Porters"):
- 1) One at the Santa Barbara Downtown locations under direction of General Services.
 - 2) One at the Public Health Facilities located on Calle Real under the direction of Public Health.
 - 3) One at Lompoc Social Services, Public Health Clinic and Public Health Wellness Center Locations. This Day Porter is to split the time between all three (3) locations allowing three (3) hours for Public Health Offices and one (1) hour for Social Services.
 - 4) One at the Santa Maria Betteravia Locations under the direction of General Services. This Day Porter is to split the time between Public Health for three (3) hours and one (1) for Social Services. Call outs for emergency requests can only be made by the COUNTY Contract Administrator.
 - 5) Additional day porters may only be provided by amendment of this Agreement executed by the County's Chief Procurement Officer or the Chair of the Board of Supervisors.

Each Day Porter will be responsible for cleaning during the normal business hours of 8:00am – 5:00pm, and duties shall include, but not be limited to: checking restrooms, cleaning as needed, restocking of supplies, cleaning railings, sweeping, and responding as needed to minor emergencies in the area for quick clean-ups. It is the CONTRACTOR's responsibility to provide each Day Porter (or such Day Porter's supervisor) with a CONTRACTOR-issued cell phone on which the COUNTY can contact such Day Porter or supervisor regarding assignments hereunder.

18. **Power Washing of County Property** – Power washing is approved and included for the Santa Barbara Administration Building and the Santa Barbara Engineering Building only under this Agreement. COUNTY shall not pay for any additional power washing unless approved in advance in writing in each instance by the COUNTY's Contract Administrator prior to scheduling any walk through or arrangements with any COUNTY Department.

Chapter 29 Article IV of the County Code of Santa Barbara County states that no person shall discharge or cause to be discharged into the storm drain system any materials, including but not limited to pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than stormwater.

In addition, no person shall throw, deposit, leave, maintain, keep, or permit to be thrown, deposited, left, or maintained in or upon any public or private property, driveway, parking area, street, road, alley, sidewalk, component of the storm drain system, any refuse, rubbish, garbage, litter, or other discarded or abandoned objects, and accumulations, so that the same may cause or contribute to pollution. Wastes deposited in proper waste receptacles for the purposes of routine collection are exempted from this prohibition. Pollutant discharges to the storm drains are enforced by the COUNTY Public Works Department.

It is the responsibility of the CONTRACTOR to know and follow all County of Santa Barbara and City Ordinances when completing power washing at the request of the COUNTY. Any enforcement of fees or legal action due to negligence or non-compliance will be at the sole expense of CONTRACTOR.

19. **Vent Cleaning** – CONTRACTOR will clean visible surfaces of ceiling HVAC vents with the use of an extendable duster only. Any vent requiring the use of additional equipment to include but not limited to ladders, specialized crew, specialized chemicals, etc. is not covered under this Agreement and may be completed by a separate vendor.
20. **Hand Sanitizers** – Hand sanitizers and dispensers may be installed in facilities but must meet COUNTY approval. CONTRACTOR may fill dispensers but this task will be billed separately to the Requesting Department if in a single-tenant building. If such a dispenser is in a multi-tenant common area, prior written approval of the COUNTY's Contract Administrator will be required in each instance for maintenance servicing and/or replacement of COUNTY approved supplies.
21. **Addition of Services** – COUNTY shall not pay for any services performed other than in accordance with this Agreement. No changes or additions to the Services specified herein shall be effective unless memorialized in advance in writing signed by both CONTRACTOR and the COUNTY's Contract Administrator or the COUNTY's Chief Procurement Officer. If an employee of CONTRACTOR is contacted by any COUNTY personnel, CONTRACTOR shall forward such communication to the COUNTY's Contract Administrator for approval prior to performance of any Service. Any request completed without this prior approval will not be invoiced to the County of Santa Barbara or any Department.
22. **Sustainability** - The COUNTY has an Environmentally Preferred Purchasing Policy (EPPP) that encourages the use of products/services that promote sustainable green practices. The general goals of this policy are to reduce toxicity, conserve natural resources, materials and energy, and maximize recyclability and recycled content. To view the complete EPPP, visit: <https://www.countyofsb.org/4370/Environmentally-Preferable-Purchasing-Po>.

EXHIBIT A-1
 Locations and Pricing
 General Services – South County Locations

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
SANTA BARBARA - DOWNTOWN						
1	F01001	Schwartz Building and balconies	130 East Victoria Street	5x	\$2,374.00	\$2,505.00
2	F01002	McDonald Building	1226 Anacapa Street	5x	\$1,087.00	\$1,147.00
3	F01002	** McDonald Building-dusting of furniture, vacuuming and conf table cleaning	1226 Anacapa Street	1x	\$170.00	\$179.00
4	F01004	Engineering Building and balconies	123 East Anapamu Street	5x	\$5,656.00	\$5,967.00
5	F01004	Engineering Building	Sunday Exterior Cleaning	1x	\$104.00	\$110.00
6	F01005	Administration Building and balconies	105 East Anapamu Street	5x	\$9,076.00	\$9,575.00
7	F01005	Kiosk in Administration Building Parking Lot	105 East Anapamu Street	1x	\$130.00	\$137.00
8	F01005	Administration Building	Sunday Exterior Cleaning	1x	\$318.00	\$335.00
9	F01005	Administration Building	Pressure washing	Quarterly	\$482.00	\$509.00
10	F01006	District Attorney and balconies	1112 Santa Barbara Street	5x	\$4,354.00	\$4,593.00
11	F02002	Courthouse Public Defender	1100 Anacapa Street	5x	\$2,510.00	\$2,648.00
12	F02003	Main Courthouse-common halls, restrooms, basement, balcony and walkway	1100 Anacapa Street	5x	\$4,986.00	\$5,260.00
13	F02003	Courthouse; 4 public restrooms	1100 Anacapa Street	Saturday's and Sunday's	\$682.00	\$720.00

EXHIBIT A-1
 Locations and Pricing
 General Services – South County Locations

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
14	F02003	Courthouse Arts Commission	1100 Anacapa Street	1x	\$134.00	\$141.00
15	F02004	Public Defender Courthouse East Wing- floors 2 thru 5	1105 Santa Barbara Street	5x	\$606.00	\$639.00
16	F02001	Courthouse Hall of Records	1100 Anacapa Street	5x	\$764.00	\$806.00
17	F02003	Courthouse Law Library	1100 Anacapa Street	2x	\$158.00	\$167.00
18	F02001	SB Courthouse Clock Tower	1100 Anacapa Street	Quarterly	\$91.00	\$96.00
19		Downtown Day Porter		5x	\$6,308.00	\$6,655.00
Santa Barbara - Downtown Total Monthly Bid:					\$39,990.00	\$42,189.00
GOLETA						
1	H01001	Animal Shelter	5473 Overpass Road	3x	\$851.00	\$898.00
2	F05001	Isla Vista Clinic and balcony	970 Embarcadero Del Mar	5x	\$1,805.00	\$1,904.00
3	J02002	General Services, 1st and 2nd floors	260 North San Antonio Road	3x	\$1,808.00	\$1,907.00
4	J02002	General Services, 1st and 2nd floors common areas	260 North San Antonio Road	5x	\$2,598.00	\$2,741.00
5	HL3806	** First Five	5385 Hollister Avenue, Bldg 10	1x	\$261.00	\$275.00
6	J02008	Employee Health & Wellness	427 Camino del Remedio, Bldg G	5x	\$677.00	\$714.00
7	J02016	Behavioral Wellness Pharmacy basement hall	315 Camino del Remedio	2x	\$72.00	\$76.00

EXHIBIT A-1
Locations and Pricing
General Services – South County Locations

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
8	J02020	Agricultural Commission	263 Camino del Remedio	2x	\$400.00	\$422.00
9	J02022	Employee University	267 Camino del Remedio	5x	\$607.00	\$640.00
10	J02030	Clerk Recorder Assessor Elections	4440 Calle Real	5x	\$2,138.00	\$2,256.00
11	J02030	Clerk Recorder Assessor Elections- exterior only	4440 Calle Real	5x	\$944.00	\$996.00
12	J03010	Sheriff Jail	4432 Calle Real	3x	\$1,676.00	\$1,768.00
13	J03034	Sheriff Communication Center with escort	4432 Calle Real	3x	\$1,799.00	\$1,898.00
14	J04010	Information Technology Communications	4568 Calle Real, Building C	1x	\$107.00	\$113.00
15	J04010	Flood Control	4568 Calle Real, Building C	1x	\$108.00	\$114.00
16	J04010	Flood Control- extra breakroom cleaning	4568 Calle Real, Building C	1x	\$40.00	\$42.00
17	J04010	General Services, Facilities	4568 Calle Real Building B	1x	\$140.00	\$148.00
18	J04013	General Services, Facilities (6 restrooms only on Tuesday)	4568 Calle Real, Building B	1x	\$336.00	\$354.00
19	J04010	Agricultural Commission	4568 Calle Real Building B	1x	\$140.00	\$148.00
20	J04014	General Services, Vehicle Operations	4568 Calle Real, Building A	1x	\$217.00	\$229.00

EXHIBIT A-1
Locations and Pricing
General Services – South County Locations

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
21	J04018	Transfer Station, Maintenance Shop and 2 outside restrooms	4438 Calle Real	1x	\$519.00	\$548.00
22	J04022	Transfer Station, Operations Office & Dress Room	4430 Calle Real	5x	\$779.00	\$822.00
23	J04022	PW Transfer Station Operators Trailer	4430 Calle Real	5x	\$482.00	\$509.00
24	J04031	Transfer Station, Safety Modular	4430 Calle Real	5x	\$242.00	\$255.00
25	J04034	Parks Office	4568 Calle Real, Building E	2x	\$393.00	\$415.00
26	J04038	Public Works Permits Office	4417 Cathedral Oaks Road	2x	\$487.00	\$514.00
27	J04044	Road Yard to include one restroom at end of warehouse	4417 Cathedral Oaks Road, Building C	1x	\$139.00	\$147.00
28	J04044	** Road Yard to include one restroom at end of warehouse	4417 Cathedral Oaks Road, Building C	2x	\$278.00	\$294.00
29	J04042	Road Yard Lab/Office	4415 Cathedral Oaks Road, Building A	5x	\$701.00	\$740.00
30	J04035	CRA Archive Bldg/Warehouse	4417 Calle Real	1x	\$98.00	\$103.00
31	J04035	** CRA Archive Warehouse floor work	4415 Cathedral Oaks Road, Building A	2x/mo	\$661.00	\$697.00
32	HL3266	Sheriff Department	7042 Market Place	1x	\$201.00	\$212.00
33	J03010	Sheriff Department private offices with escort	4432 Calle Real	1x	\$410.00	\$433.00

EXHIBIT A-1
 Locations and Pricing
 General Services – South County Locations

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
34	FL0300	Carpinteria Sheriff Office	5775 Carpinteria Avenue	2x	\$808.00	\$852.00
35	J06006	Public Works Tajiguas Landfill	14479 Highway 101	2x	\$792.00	\$836.00
Goleta Total Monthly Bid:					\$23,714.00	\$25,020.00
Monthly Totals					\$63,704.00	\$67,209.00
South County Fiscal Year Totals					\$764,448.00	\$806,508.00

** to be invoiced separately

EXHIBIT A-1
 Locations and Pricing
 General Services – North County Locations

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
LOMPOC						
1	P08001	Animal Services	1501 West Central Avenue	2x	\$273.00	\$288.00
2	P03001	Courthouse, District Attorney	415 East Cypress	3x	\$651.00	\$687.00
3	P03001	Courthouse, Public Defender	415 East Cypress	3x	\$253.00	\$267.00
4	P03003	Administration Building	401 East Cypress, 1st floor	3x	\$844.00	\$890.00
5	P05001	Veteran's Memorial Building	100 East Locust Avenue	1x	\$671.00	\$708.00
6	P06004	Public Works Modular Office	2010 Sweeney Road	1x	\$475.00	\$501.00
7	P06004	Public Works Crew Room	2010 Sweeney Road	2x	\$57.00	\$60.00
8	P06008	General Services, Vehicles- one private office & breakroom	2010 Sweeney Road	1x	\$189.00	\$199.00
9	P06008	General Services, Vehicles (breakroom & 2 restrooms only)	2010 Sweeney Road	1x	\$198.00	\$209.00
10	P01010	Sheriff Public Safety Offices	3500 Harris Grade Road	2x	\$1,045.00	\$1,102.00
Lompoc Total Monthly Cost:					\$4,656.00	\$4,911.00
SOLVANG AND BUELLTON						
1	N02001	Sheriff Offices	1745 Mission Drive	1x	\$750.00	\$791.00
2	N02001	Board of Supervisors	1745 Mission Drive	1x	\$253.00	\$267.00

EXHIBIT A-1
 Locations and Pricing
 General Services – North County Locations

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
3	HL0100	Sheriff Offices	140 West Highway 246	2x	\$586.00	\$618.00
4	NL3894	Agriculture Weights & Measures	185 West Highway 246, Suite 101	1x	\$463.00	\$488.00
5	L03042	Santa Ynez Road Yard	5535 Zaca Station Road	2x	\$622.00	\$656.00
6	L03023	Sheriff's Hanger	900 Airport Road, Hanger G9	1x	\$432.00	\$456.00
Solvang Total Monthly Cost:					\$3,106.00	\$3,276.00
SANTA MARIA						
1	T03011	Santa Maria Animal Services	548 West Foster Road	3x	\$1,423.00	\$1,501.00
2	T02002	Administration Building	511 East Lakeside Parkway, Bldg D	5x	\$2,738.00	\$2,889.00
3		General Services	12.5% Day Porter	5x	\$758.00	\$800.00
4	T03201	Sheriff Offices	812 West Foster Road, Building A	2x	\$938.00	\$990.00
5	T03211	Sheriff Modular	812 West Foster Road, Building A	1x	\$196.00	\$207.00
6	T03005	Planning & Development Treasurer	624 West Foster Road, Suite A	1x	\$209.00	\$220.00
7	T03005	Planning & Development Petroleum	624 West Foster Road, Suite B	3x	\$318.00	\$335.00
8	T03006	Planning & Development Administration	624 West Foster Road, Suite C	3x	\$725.00	\$765.00
9	T03006	Agricultural Offices	624 West Foster Road, Suite C	3x	\$526.00	\$555.00

EXHIBIT A-1
Locations and Pricing
General Services – North County Locations

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
10	T03010	Public Works Services Center	620 West Foster Road	3x	\$1,146.00	\$1,209.00
11	T03302	Juvenile Court, District Attorney	4285 California Boulevard	3x	\$366.00	\$386.00
12	T03302	Juvenile Court, Public Defender	4285 California Boulevard	3x	\$388.00	\$409.00
13	T03402	General Services, Vehicles	912 West Foster Road	1x	\$334.00	\$352.00
14	T03403	General Services, Facilities and restrooms	912 West Foster Road	3x	\$889.00	\$938.00
15	T03404	Public Works Administration	912 Foster Road	3x	\$500.00	\$528.00
16	T03403	Public Works Paint & Sign Crew Breakroom Trailer	912 West Foster Road	1x	\$316.00	\$333.00
17	T04004	Courthouse, District Attorney both floors and balconies	312 East Cook Street, Building C	3x	\$1,092.00	\$1,152.00
18	T04004	Courthouse, Law Library and outside men's restroom	312 East Cook Street, Building C	3x	\$710.00	\$749.00
19	T04004	Courthouse, Sheriff Civil and balcony	312 East Cook Street, Building C	3x	\$303.00	\$320.00
20	T04004	Sheriff Bailiff Basement BBC	312 East Cook Street, Building C	1x	\$113.00	\$119.00
21	T04006	Courthouse Public Defender	312 East Cook Street, Building A	3x	\$845.00	\$891.00
22	D62006	Waller Park	300 Goodwin Road	1x	\$234.00	\$247.00

EXHIBIT A-1
 Locations and Pricing
 General Services – North County Locations

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
23	TL3908	Santa Maria Airpark Drive	2602 Airpark Drive	1x	\$914.00	\$964.00
Santa Maria Total Monthly Cost:					\$15,981.00	\$16,859.00
Monthly Totals					\$23,743000	\$25,046.00
North County Fiscal Year Totals					\$284,916.00	\$300,552.00

EXHIBIT A-1
Locations and Pricing
Behavioral Wellness

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
GOLETA						
1	J02016	Crisis Services/PHF Pharmacy	315 Camino del Remedio	5x	\$1,832.00	\$1,933.00
2	J02016	Administration Suite 258	315 Camino del Remedio	5x	\$3,629.00	\$3,829.00
3	J02014	Patient Rights and Training	345 Camino del Remedio	5x	\$248.00	\$262.00
4	J02013	Medical Records	427 Camino del Remedio	5x	\$411.00	\$434.00
5	J02029	Adult Clinic	4444 Calle Real	5x	\$2,315.00	\$2,442.00
6	J01001	La Morada excluding patient bedrooms	66 San Antonio Road	5x	\$2,852.00	\$3,009.00
7	J02007	Child & Family Services	429 North San Antonio Road	5x	\$3,308.00	\$3,490.00
8	J02007	Child & Family Services refrigerator purging last Friday	429 North San Antonio Road	5x	\$50.00	\$53.00
9	J02001	Casa Del Mural	4570 Calle Real	5x	\$1,231.00	\$1,299.00
10	J02016	MAT Offices	315 Camino del Remedio	5x	\$316.00	\$333.00
11	J02010	Facilities	427 Camino del Remedio	5x	\$395.00	\$417.00
12	FL1600	Outreach & Homeless	2034 De La Vina Street	5x	\$1,442.00	\$1,521.00
Goleta Total Monthly Cost:					\$18,029.00	\$19,022.00
LOMPOC						
1	PL3962	Champion Center	303 South C Street	5x	\$968.00	\$1,021.00

EXHIBIT A-1
Locations and Pricing
Behavioral Wellness

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
2	P03003	Adult Clinic	401 East Cypress Avenue, 2nd floor	5x	\$2,203.00	\$2,324.00
3	PL2495	Children's Clinic	401 East Ocean Avenue	5x	\$1,999.00	\$2,109.00
4	PL4009	Behavioral Wellness	425 West Central Avenue	5x	\$4,677.00	\$4,934.00
Lompoc Total Monthly Cost:					\$9,847.00	\$10,388.00
SANTA MARIA						
1	TL3803	TAY North	2370 Skyway Drive	5x	\$2,236.00	\$2,359.00
2	T05003	Crisis Services	212 West Carmen Lane	5x	\$4,074.00	\$4,298.00
3	T06001	Crisis Residential	116 Agnes Street	5x	\$1,421.00	\$1,499.00
4	TL3156	Homeless & Justice Alliance	222 Carmen Lane, Suites 104, 105 and 106	5x	\$1842.00	\$1943.00
5	T03101	Adults & Children's Clinic	500 West Foster Road and two trailers	5x	\$5,404.00	\$5,701.00
6	TL3156	ADP Prevention Services	222 Carmen Lane, Suite 201	5x	\$614.00	\$648.00
Santa Maria Total Monthly Cost:					\$15,591.00	\$16,448.00
Monthly Totals					\$43,467.00	\$45,858.00
BeWell Fiscal Year Totals					\$521,604.00	\$550,296.00

EXHIBIT A-1
 Locations and Pricing
 Child Support Services

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
1	TL3358	Child Support Services	201 South Miller, Suite 206	5x	\$859.00	\$911.00
2	TL3358	Child Support Services-additional vacuuming	201 South Miller, Suite 206	2x	\$48.00	\$51.00
3	TL3358	Child Support Services- sanitizing 4th Friday	201 South Miller, Suite 206	1x	\$296.00	\$314.00
4	J02002	Child Support Services	260 San Antonio Road	2x	\$403.00	\$425.00
5	J02002	Child Support Services- sanitizing 2nd Friday	260 San Antonio Road	1x	\$98.00	\$103.00
Monthly Totals					\$1,704.00	\$1,804.00
Child Support Services Fiscal Year Totals					\$20,448.00	\$21,648.00

EXHIBIT A-1
 Locations and Pricing
 Community Services Department

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
1	N/A	Cachuma Lake	Recurring + cabins & yurts	7x	\$15,226.00	\$16,063.00
2	N/A	Jalama Beach	Recurring + cabins	7x	\$8,091.00	\$8,536.00
Monthly Totals					\$23,317.00	\$24,599.00
Community Services Fiscal Year Totals					\$279,804.00	\$295,188.00

EXHIBIT A-1
Locations and Pricing
Fire Department

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
1	C22001	Fire Prevention Office	1676 Oak Street	1x	\$569.00	\$597.00
2	C22001	Fire Prevention Office additional floor cleaning	1676 Oak Street	2x	\$93.00	\$98.00
3	J05001	Fire Administration Dispatch	4410 Cathedral Oaks Road	2x	\$845.00	\$887.00
4	J05001	Fire Administration private office trash & vacuum	4410 Cathedral Oaks Road	2x	\$192.00	\$202.00
5	J05001	Fire Administration refrigerator cleaning last Friday	4410 Cathedral Oaks Road	1x	\$46.00	\$48.00
6	J05002	Fire Classroom located in the modular	4410 Cathedral Oaks Road	1x	\$222.00	\$233.00
7	J05002	Fire Warehouse Offices	4410 Cathedral Oaks Road	2x	\$379.00	\$398.00
8	J05021	Regional Fire Command Center- excludes the EOC Call Center Area	4406 Cathedral Oaks	3x	\$1,081.00	\$1,140.00
9	J05020	Emergency Operations Center- excludes the Incident Command Room	4405 Cathedral Oaks Road	2x	\$1,126.00	\$1,188.00
Monthly Totals					\$4,553.00	\$4,791.00
Fire Department Fiscal Year Totals					\$54,636.00	\$57,492.00

EXHIBIT A-1
 Locations and Pricing
 Probation Department

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
SANTA BARBARA - DOWNTOWN						
1	F01011	Probation Building	117 East Carrillo Street	5x	\$2,984.00	\$3,148.00
GOLETA						
1	J01015	Quad Offices, adjoining offices and classroom, kitchen walkway and kitchen office	4500 Hollister Avenue	5x	\$1,588.00	\$1,675.00
2	J01021	PRRC Adult Classroom (to include outside restroom)	4500 Hollister Avenue	5x	\$460.00	\$485.00
Goleta Total Monthly Cost:					\$2,048.00	\$2,160.00
LOMPOC						
1	P03001	Courthouse, Probation	415 East Cypress	3x	\$931.00	\$982.00
2	P03001	Courthouse, Probation restroom cleaning	415 East Cypress	2x	\$193.00	\$204.00
Lompoc Total Monthly Cost:					\$1,124.00	\$1,186.00
SANTA MARIA						
1	T02006	Probation Department & balconies	2121 Centerpointe Parkway, Building A	5x	\$4,440.00	\$4,684.00
2	T03301	Juvenile Justice Center	4263 California Boulevard	3x	\$4,183.00	\$4,413.00

EXHIBIT A-1
 Locations and Pricing
 Probation Department

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
3	T03302	Juvenile Supervision Unit	4251 California Boulevard	5x	\$953.00	\$1,005.00
4	TL3678	Probation/PRRC Suite J, K & L	124 West Carmen	5x	\$1,596.00	\$1,684.00
Santa Maria Total Monthly Cost:					\$11,172.00	\$11,786.00
Fiscal Year Totals					\$17,328.00	\$18,280.00
Probation Fiscal Year Totals					\$207,936.00	\$219,360.00

EXHIBIT A-1
 Locations and Pricing
 Public Health Department

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
GOLETA						
1	J02003	Public Health Administration, Building 1	300 North San Antonio Road	5x	\$1,277.00	\$1,347.00
2	J02004	Public Health Cottage, Building 8	300 North San Antonio Road	5x	\$426.00	\$449.00
3	J02014	Public Health Care Center, Building 4	345 Camino del Remedio	5x	\$7,211.00	\$7,608.00
4	J02016	Public Health Psych, Building 3	315 Camino del Remedio	5x	\$3,314.00	\$3,496.00
5	J02021	Public Health Environmental Health Modular Building 12A	225 Camino del Remedio	3x	\$700.00	\$739.00
6		Full Time Day Custodian	Calle Real Campus	5x	\$6,308.00	\$6,655.00
7	FL3007	Franklin Health Care Center	1136 East Montecito Street	5x	\$1,976.00	\$2,085.00
8	FL3249	PATH Clinic, Casa Esperanza	816 Cacique Street	5x	\$682.00	\$720.00
Goleta Total Monthly Cost:					\$21,894.00	\$23,099.00
CARPINTERIA						
1	A01004	Carpinteria Health Care Center	931 Walnut Avenue	5x	\$1,809.00	\$1,908.00

EXHIBIT A-1
 Locations and Pricing
 Public Health Department

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost	
LOMPOC							
1	P07001	Health Care Center	301 North R Street	5x	\$6,902.00	\$7,282.00	
2	P07004	Wellness Center	1109 West Chestnut Avenue	5x	\$2,605.00	\$2,748.00	
3		Public Health- three hours per day	37.5% of Day Porter Lompoc 3 hours	5x	\$2,278.00	\$2,403.00	
Lompoc Total Monthly Cost:					\$11,785.00	\$12,433.00	
SANTA MARIA							
1	T02001	Health Care Clinic	2115 Centerpointe Parkway, Building B	5x	\$7,004.00	\$7,389.00	
2	TL3345	Public Health WIC	203 East Fesler Road	5x	\$774.00	\$817.00	
3	TL3345	Public Health WIC private areas as public	203 East Fesler Road	5x	\$322.00	\$340.00	
4	T02005	Public Health WIC, extra tasks and balcony	2125 Centerpointe Parkway, Building C	5x	\$349.00	\$368.00	
5		Public Health three hours per day	37.5% Day Porter Santa Maria 3 hours	5x	\$2,278.00	\$2,403.00	
Santa Maria Total Monthly Cost:					\$9,282.00	\$9,792.00	
					Monthly Totals	\$44,770.00	\$47,232.00
					Public Health Department Fiscal Year Totals	\$537,240.00	\$566,784.00

EXHIBIT A-1
Locations and Pricing
Social Services Department

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
GOLETA						
1	J02028	Social Services & 2 balconies	234 Camino Del Remedio	5x	\$5,082.00	\$5,362.00
LOMPOC						
1	P07003	Social Services	1100 West Laurel Avenue	5x	\$3,624.00	\$3,823.00
2	P07003	Social Services one hour per day	12.5% Day Porter	5x	\$758.00	\$800.00
Lompoc Total Monthly Cost					\$4,382.00	\$4,623.00
SANTA MARIA						
1	T02005	Social Services & 3 balconies	2125 Centerpointe, Building C	5x	\$7,881.00	\$8,314.00
2	TL3687	Social Services	304 West Carmen	5x	\$1,721.00	\$1,816.00
3	TL3127	Workforce Resource Center	1444 South Broadway	5x	\$6,642.00	\$7,007.00
4	TL3127	Workforce Resource Center - private areas treated as public	1444 South Broadway	5x	\$615.00	\$649.00
5	TL3127	Workforce Resource Center- 2 extra weekly vacuuming a month	1445 South Broadway	5x	\$364.00	\$384.00
6	TL3127	Workforce Resource Center- sanitize 5 client interview rooms	1445 South Broadway	5x	\$210.00	\$222.00
7	TL3539	Benefits Service Center	1318 South Broadway	5x	\$3,745.00	\$3,951.00

EXHIBIT A-1
 Locations and Pricing
 Social Services Department

	Bldg Number	Building	Address	Weekly Frequency	2025 Monthly Cost	2026 Monthly Cost
8		Day Porter for WRC and Benefits Center	One hour per day	5x	\$758.00	\$800.00
Santa Maria Total Monthly Cost					\$21,936.00	\$23,143.00
Monthly Totals					\$31,400.00	\$33,128.00
Social Services Department Fiscal Year Totals					\$376,800.00	\$397,536.00

EXHIBIT A-2 **Task Schedule**

CONTRACTOR shall perform all of the following tasks set forth in this Exhibit A-2 at the Sites specified herein and in accordance with the other provisions of this Agreement.

Public Areas, Lobbies, Lounges and Conference Rooms

Each Site will have designated areas to include public, private, conference rooms, break and/or kitchen areas and restrooms.

Public Areas – Public areas include a 20-foot radius outside each entrance and exit of a County Building, and include all areas that the public can enter and roam freely. Examples are: lobbies, all elevators, hallways, public restrooms and stairwells.

Private Areas – Any area that the members of the public are not able to roam freely or be in, without being invited and/or questioned. This includes areas in which the County staff normally work, such as offices and cubicles.

Frequency of service based on building (5x/week, 3x/week, 2x/week or 1x/week):

1. Empty, spot clean trash receptacles and replace liners.
2. Empty recycle containers and place contents in the correct dumpster.
3. Dust and spot clean all furniture including desks, chairs and tables.
4. Clean and sanitize all drinking fountains.
5. Spot clean doors, door knobs/handles, frames, light switches, kick and push plates, handles, walls and interior glass, including graffiti.
6. Dust mop and damp mop hard floors in the traffic lanes only.
7. Vacuum all carpeting in the traffic lanes only.
8. Spot clean spills and stains on carpeted and hard floors.
9. Sweep within a 20-foot radius (excluding dirt areas) of all exterior building entrances and empty exterior trash.

Weekly:

1. Dust all horizontal surfaces below 24" and above 70", including sills, ledges and moldings, excluding art work.
2. Remove dust and cobwebs from ceiling areas, corners and light fixtures. This area is described as being reachable with an extendable duster without the use of ladders or specialized equipment.
3. Dust mop and damp mop hard floors in their entirety.
4. Vacuum carpeted floors in their entirety.
5. Clean interior and exterior glass entrance doors and adjacent windows, including sills. This excludes adjacent windows that are not accessible without the use of a ladder.
6. Sweep balconies/patios and empty all trash and/or recycle bins.

Monthly:

1. Dust/clean window coverings.
2. Clean ducts, vents and radiators.
3. Machine scrub hard floors to remove scuff and heel marks. Refinish to maintain protective coating and gloss.

Annually:

1. Bonnet clean carpets.
2. Hot water extraction clean carpets six months after bonnet cleaning.

EXHIBIT A-2
Task Schedule

COUNTY Private Offices

Frequency of service based on building (5x/week, 3x/week, 2x/week or 1x/week):

1. Empty, spot clean central trash receptacles and replace liners.
2. Empty central recycling containers and place contents in the correct dumpster.
3. Clean and sanitize all drinking fountains and water dispensers.
4. Sweep within 20-foot radius of all exterior building entrances and empty exterior trash.

2x/month:

1. Dust mop and damp mop hard floors in their entirety.
2. Vacuum carpeted floors in their entirety.
3. Clean interior and exterior glass entrance doors and adjacent windows, including sills.
4. Spot clean spills and stains on carpeted and hard floors.

Monthly:

1. Dust/clean window coverings.
2. Clean ducts, vents and radiators.
3. Dust all sills, ledges, moldings and tops of partitions.
4. Remove dust and cobwebs from ceiling areas, corners and light fixtures. This area is described as being reachable with an extendable duster without the use of ladders or specialized equipment.

Quarterly:

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

Annually:

1. Bonnet clean carpets.
2. Hot water extraction clean carpets six months after bonnet cleaning.

Private 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.

All 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 the County. 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.

Note: Marmoleum floors will not be stripped and waxed. Follow manufacturer instructions for cleaning.

EXHIBIT A-2
Task Schedule

COUNTY Restrooms

Frequency of service based on building (5x/week, 3x/week, 2x/week or 1x/week):

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, door knobs/handles, partitions, frames, lights switches, kick and push plates, handles, and interior glass, including graffiti.
6. Refill all dispensers to normal limits - soap, tissue, towels, liners, seat holders and air fresheners.
7. Replace batteries for air fresheners, soap and paper towel dispensers as needed.
8. Dust all horizontal surfaces between 24" and 70" including sills, ledges, moldings, shelves and frames.
9. Dust mop, damp mop, and sanitize hard floors.
10. Cleaning of all diaper changing shelves.

Weekly:

1. Clean ducts, vents and radiators.
2. Remove dust and cobwebs from ceiling areas, corners and light fixtures. This area is described as being reachable with an extendable duster without the use of ladders or specialized equipment.
3. Clean functional showers.

Quarterly:

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

Note: CONTRACTOR must follow manufacturer's instructions to clean and maintain waterless urinals.

EXHIBIT A-2
Task Schedule

COUNTY Kitchens/Breakrooms

Frequency of service based on building (5x/week, 3x/week, 2x/week or 1x/week):

1. Damp clean and sanitize tabletops.
2. Clean, polish and refill all dispensers.
3. Empty all containers and disposals, insert liners as required, spot clean and sanitize the containers and include adjoining walls.
4. Clean and sanitize drinking fountain and water dispensers to be free of dust, cobwebs, soil, scale and water spots without causing damage.
5. Spot clean doors, door knobs/handles, frames, light switches, kick and push plates, handles, walls and interior glass.
6. Clean the front of all cabinets and drawers.
7. Damp mop and dust mop hard floors.
8. Vacuum carpet floors in their entirety.
9. Clean and polish the sink and counters.
10. Cabinets, refrigerator and microwave exterior tops, sides and front shall be cleaned and free of dust, soil, cleaner residue and soap film.
11. 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 the County Contract Administrator. Floor 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.
12. Replace batteries for air fresheners, soap and paper towel dispensers as needed.

Weekly:

1. Damp clean seats, backs and legs of chairs, and pedestals or legs of tables.

Monthly:

1. Dust/clean window coverings.
2. Clean ducts, vents and radiators.
3. Dust all sills, ledges and moldings.
4. Remove dust and cobwebs from ceiling areas, corners and light fixtures. This area is described as being reachable with an extendable duster without the use of ladders or specialized equipment.

Quarterly:

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

Annually:

1. Bonnet clean carpets.
2. Hot water extraction clean carpets six months after bonnet cleaning.

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

EXHIBIT A-2
Task Schedule

COUNTY Main Courthouse Clock Tower

Frequency of service based on quarterly cleaning:

1. Dusting all accessible horizontal surfaces (excluding mechanical clock and parts) from a height of 6 ft and below.
2. Removal of all spider webs.
3. Sweep and mop floors.
4. Wash both sides of the viewing partition glass.
5. Clean stairwell directly outside of the Clock Room.

Santa Barbara County Administration Building and Engineering Building

1. Frequency of service based on Sunday cleaning.
2. Pickup of all trash on COUNTY premises surrounding each building.
3. Empty all trash cans on COUNTY premises surrounding each building.

EXHIBIT A-2
Task Schedule

Elevators

Frequency of service based on building (5x/week, 3x/week, 2x/week or 1x/week):

1. Ensure tracks are free of dirt and debris.
2. Clean walls, doors and call buttons.
3. Dust mop and damp mop hard floors in their entirety.
4. Vacuum carpeted floors in their entirety.

Weekly:

1. Remove dust and cobwebs from ceiling areas, corners and light fixtures. This area is described as being reachable with an extendable duster without the use of ladders or specialized equipment.

Quarterly:

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

Annually:

1. Bonnet clean carpets if installed.
2. Hot water extraction clean carpets six months after bonnet cleaning if installed.

Stairwells

Frequency of service based on building (5x/week, 3x/week, 2x/week or 1x/week):

1. Dust mop steps and landings.
2. Spot clean walls, steps and landings.
3. Sanitize railings.

Weekly:

1. Remove dust and cobwebs from ceiling areas, corners and light fixtures. This area is described as being reachable with an extendable duster without the use of ladders or specialized equipment.
2. Dust mop and damp mop stairs and landings in their entirety.
3. Vacuum carpeted steps in their entirety.

Quarterly:

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

Annually:

1. Bonnet clean carpets if installed.
2. Hot water extraction clean carpets six months after bonnet cleaning if installed.

EXHIBIT A-2
Task Schedule

Security and Quality Control

Frequency of service based on building (5x/week, 3x/week, 2x/week or 1x/week):

1. Notify COUNTY Contract Administrator of any irregularities (e.g., defective plumbing, unlocked doors, lights left on, inventory requirements, restroom supplies).
2. Turn off all lights except those programmed to remain on.
3. Close all windows and lock all doors that had been locked.

Monthly:

1. Customer service visits for quality control at COUNTY-specified buildings.

Annually:

1. Formal COUNTY review.

Janitorial Supply Closets

Frequency of service based on building (5x/week, 3x/week, 2x/week or 1x/week):

1. Ensure shelves are kept clean with supplies and equipment kept neat and organized.
2. Janitorial carts will be kept clean, neat and organized.
3. Walls, floors and sinks will be kept clean.

EXHIBIT A-2
Task Schedule

COUNTY Public Health & Health Stat - Exam Rooms

Daily:

1. Empty, spot clean trash receptacles and replace liners.
2. Spot clean all walls, doors, door knobs/handles, frames, lights switches, kick and push plates, handles, walls and interior glass.
3. Damp clean and sanitize countertops, chairs and telephones.
4. Spot clean exam tables below surface level.
5. Refill all dispensers to normal limits - soap, tissue, towels, and air fresheners.
6. Replace batteries for air fresheners, soap and paper towel dispensers as needed.
7. Dust mop, damp mop, and sanitize hardfloors.

Weekly:

1. Damp clean and sanitize exam tables below surface level.
2. Dust all horizontal surfaces below 24" and above 70", including sills, ledges and moldings.
3. Remove dust and cobwebs from ceiling areas, corners and light fixtures. This area is described as being reachable with an extendable duster without the use of ladders or specialized equipment.

Monthly:

1. Dust/clean window coverings.
2. Clean ducts, vents and radiators.
3. Machine scrub hard floors to remove scuff and heel marks. Refinish to maintain protective coating and gloss.

Annually:

1. Bonnet clean carpets.
2. Hot water extraction clean carpets six months after bonnet cleaning.

COUNTY Public Health & Health Stat only - Patient Waiting Rooms

Daily:

1. Sanitize all patient waiting room chairs.

Note: Marmoleum floors will not be stripped and waxed. Follow manufacturer instructions for cleaning.

EXHIBIT A-2
Task Schedule

COUNTY Parks' Cabins and Yurts

At "turnover":

1. Empty, spot clean trash receptacles and replace liners.
2. Empty recycle containers and place contents in the correct dumpster.
3. Dust and spot clean all furniture including desks, chairs and tables.
4. Dust all horizontal surfaces between 24" and 70" including sills, ledges and moldings, excluding art work.
5. Spot clean doors, door knobs/handles, frames, light switches, kick and push plates, handles, walls and interior glass.
6. Dust mop and damp mop hard floors.
7. Remove dust and cobwebs from ceiling areas, corners and light fixtures.
8. Clean and sanitize the vinyl covered mattress, using disinfectant.
9. Sweep and mop the exterior porch areas including removal of cobwebs from the wall and ceiling areas.

Additional tasks for Cabins at "turnover":

1. Clean and sanitize sinks and counters.
2. Ensure all dishes and utensils are washed; re-wash if necessary.
3. Check and clean the interior of all drawers and cabinets to ensure cleanliness as well as inventory of supplies (dishes, pans, glasses, etc.) that should remain in the cabin.
4. Clean the oven, stovetop and microwave oven inside and out.
5. Clean and sanitize the bathroom including the shower.
6. Collect the soiled fitted sheets from the bed and place new fitted sheets on the bed.

COUNTY Parks' Washroom and Shower Facilities

Daily:

1. Clean, sanitize and polish all vitreous fixtures including toilet bowls, urinals and hand basins.
2. Clean and sanitize showers.
3. Clean all glass and mirrors.
4. Empty all containers and disposals, insert liners as required, spot clean and sanitize the containers.
5. Empty and sanitize the interior of sanitary containers.
6. Spot clean all walls, doors, door knobs/handles, partitions, frames, lights switches, kick and push plates, handles, and interior glass, including graffiti.
7. Refill all dispensers to normal limits – soap, tissue, towels, liners, seat holders and air fresheners.
8. Replace batteries for air fresheners, soap and paper towel dispensers as needed.
9. Dust all horizontal surfaces including sills, ledges, moldings, shelves and frames.
10. Remove dust and cobwebs from ceiling areas, corners and light fixtures.
11. Sweep, damp mop, and sanitize hard floors. As an alternative to damp mopping, the floors maybe sprayed with a disinfectant, hand scrubbed with deck brushes, rinsed with a garden hose and squeegeed dry.

Note: Marmoleum floors will not be stripped and waxed. Follow manufacturer instructions for cleaning

EXHIBIT A-3
Calendar of Holidays

January 2025 – December 2025		
1	Wednesday, January 1, 2025	New Year's Day
2	Monday January 20, 2025	Martin Luther King Birthday
3	Monday, February 17, 2025	President's Day
4	Monday, May 26, 2025	Memorial Day
5	Thursday, June 19, 2025	Juneteenth
6	Friday, July 4, 2025	Independence Day
7	Monday, September 1, 2025	Labor Day
8	Tuesday, November 11, 2025	Veteran's Day
9	Thursday, November 27, 2025	Thanksgiving Day
10	Friday, November 28, 2025	Day After Thanksgiving
11	Thursday, December 25, 2025	Christmas Day (all Courthouses are closed)

EXHIBIT A-3
Calendar of Holidays

January 2026 – December 2026		
1	Thursday, January 1, 2026	New Year’s Day
2	Monday, January 19, 2026	Martin Luther King Birthday
3	Monday, February 16, 2026	President’s Day
4	Monday, May 25, 2026	Memorial Day
5	Friday, June 19, 2026	Juneteenth
6	Friday, July 3, 2026	Independence Day
7	Monday, September 7, 2026	Labor Day
8	Wednesday, November 11, 2026	Veteran’s Day
9	Thursday, November 26, 2026	Thanksgiving Day
10	Friday, November 27, 2026	Day After Thanksgiving
11	Friday, December 25, 2026	Christmas Day (all Courthouses are closed)

EXHIBIT A-4

CONTRACTOR CONFIDENTIALITY AGREEMENT

I, _____, hereby execute this Confidentiality Agreement as a prerequisite to performing services pursuant to the Agreement for Services of Independent Contractor ("Master Agreement") between the County of Santa Barbara, a political subdivision of the State of California ("COUNTY"), and Big Green Cleaning Company ("CONTRACTOR"), with an address at 4860 Calle Real, Santa Barbara, California 93111, which is incorporated herein by reference.

CONFIDENTIAL INFORMATION DEFINED:

Confidential Information includes but is not limited to documents of any type whatsoever (paper or electronic), data, and any other information to which I may have access or of which I may become aware. Confidential Information includes but is not limited to information pertaining to persons and/or entities receiving services from the COUNTY such as client names, addresses, social security numbers, dates of birth, driver's license numbers, identification numbers, and other identifying information; all financial, health, criminal and public assistance records; and design concepts, algorithms, programs, formats, documentation, or any other proprietary or confidential information or trade secrets belonging to the COUNTY or to other vendors doing business with the COUNTY. The obligations of this Confidentiality Agreement apply regardless of whether the information is identified as confidential and to any information which by its nature is intended to remain confidential.

CERTIFICATION:

Except as approved in advance in writing by COUNTY, I hereby agree that I will not disclose to any unauthorized person any Confidential Information, to forward to the COUNTY Designated Representative all requests for the release of any Confidential Information, to protect Confidential Information against disclosure to any unauthorized person, and to keep confidential all Confidential Information.

I agree to report to the COUNTY Designated Representative any and all violations of this Confidentiality Agreement by myself and/or by any other person of which I became aware and, upon completion of termination of the Master Agreement, to return to the COUNTY Designated Representative all Confidential Information entrusted to me.

I acknowledge that violation of this Confidentiality Agreement will result in my immediate removal from all County contracts, may subject me to civil and/or criminal action, and may entitle the COUNTY to a remedy against CONTRACTOR according to the terms of the Master Agreement.

NAME: (Signature) _____

DATE: _____

NAME: (Printed) _____

POSITION: CONTRACTOR

EXHIBIT A-5

County Rules

Conduct of Employees –

Employees of the CONTRACTOR, while performing work under this Agreement, will not:

- a) Remove any COUNTY property or personal property, equipment, monies, forms or any other item from their place.
- b) Engage in horseplay or loud boisterous behavior.
- c) Play amplified sound equipment.
- d) Be under the influence of alcohol or drugs.
- e) Gamble.
- f) Smoke.
- g) Turn on or off or use any equipment other than CONTRACTOR's equipment.
- h) Use any COUNTY telephone except a telephone designated by the building management for the purpose of business under this contract.
- i) Open any desk, file cabinet, storage cabinet or refrigerator (unless refrigerator is designated for cleaning).
- j) Disturb or remove any articles from desks.
- k) Consume any food or beverage, other than that brought with the employee or purchased from vending machines and only in areas designated by the building management for regular breaks.
- l) Engage in long conversations with security guards, visitors or other individuals.
- m) Take photographs of the building or its contents.
- n) Remove any documents, records, forms or paper of any kind which is not either in trash cans or clearly marked as trash.
- o) Engage in any activity, which is not in the best interest of COUNTY or is otherwise detrimental to the performance of this contract. If an employee arrives at the work site and their actions suggest intoxication, this person will be asked to confine their presence to a waiting area while a CONTRACTOR's Supervisor is contacted for the purpose of escorting the employee away from the building safely.
- p) No unauthorized personnel are to accompany CONTRACTOR employees at job site (i.e. relatives, friends, guests and children).

Discipline or Discharge of Employees –

Any of CONTRACTOR's employees whose employment or performance is objectionable to the COUNTY shall be immediately removed from such assignment at the request of the COUNTY Contract Administrator. It is the responsibility of the CONTRACTOR to provide a replacement for such removed individual(s) satisfactory to the COUNTY.

A request by the COUNTY to remove an employee shall not constitute an order to discipline or discharge such employee from CONTRACTOR's employment. All actions taken by the CONTRACTOR regarding employee discipline shall be at the sole discretion of the CONTRACTOR. The COUNTY shall be held harmless in any disputes the CONTRACTOR may have with the CONTRACTOR's employees, including, but not limited to, charges of discrimination, harassment and discharge without just cause.

EXHIBIT B

PAYMENT ARRANGEMENTS

Periodic Compensation

- A. For Services to be rendered under this Agreement, CONTRACTOR shall be paid a maximum aggregate contract amount, including cost reimbursements, not to exceed **\$6,463,196.00**.
- B. Payment for services and reimbursement of costs shall be made in accordance with the costs listed in **Exhibit A-1**, above (Services, Locations and Costs). Invoices submitted to the COUNTY for payment hereunder must contain sufficient detail to enable an audit of the charges set forth therein, and include supporting documentation. Each invoice must specify cost of service and supplies by building, building number and address of building.
- C. The cost of the Day Porters, performing work as described in **Exhibit A: Statement of Work**, will be invoiced at a monthly flat rate. Each invoice must contain sufficient detail to enable an audit of the charges and provide supporting documentation for hours worked. As Services will be performed during normal business hours, no overtime will be paid by the COUNTY for Day Porter Services.
- D. Monthly, CONTRACTOR shall submit to the COUNTY Contract Administrator an invoice or certified claim on the County Treasury for the Services performed and supplies consumed over the period specified. Each invoice and certified claim must cite the Board Contract Number assigned by the COUNTY to this Agreement. The COUNTY's Chief Procurement Officer shall evaluate the quality of the Services performed, and if found to be satisfactory and in accordance with the provisions of this Agreement, 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.

EXHIBIT C

Indemnification and Insurance Requirements (For Service Contracts Not Requiring Professional Liability Insurance)

INDEMNIFICATION

CONTRACTOR agrees to indemnify, defend (with counsel reasonably approved by COUNTY) and hold harmless COUNTY and its officers, officials, employees, agents and volunteers from and against any and all claims, actions, losses, damages, judgments and/or liabilities arising out of this Agreement from any cause whatsoever, including the acts, errors or omissions of any person or entity and for any costs or expenses (including but not limited to attorneys' fees) incurred by COUNTY on account of any claim except where such indemnification is prohibited by law. CONTRACTOR'S indemnification obligation applies to COUNTY'S active as well as passive negligence but does not apply to COUNTY'S sole negligence or willful misconduct.

NOTIFICATION OF ACCIDENTS AND SURVIVAL OF INDEMNIFICATION PROVISIONS

CONTRACTOR shall notify COUNTY immediately in the event of any accident or injury arising out of or in connection with this Agreement. The indemnification provisions in this Agreement shall survive any expiration or termination of this Agreement.

INSURANCE

CONTRACTOR shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the CONTRACTOR, its agents, representatives, employees or subcontractors.

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office (ISO) Form CG 00 01 covering CGL on an "occurrence" basis, including products-completed operations, personal & advertising injury, with limits no less than \$2,000,000 per occurrence and \$4,000,000 in the aggregate.

2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if CONTRACTOR has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than \$1,000,000 per accident for bodily injury and property damage.

3. **Workers' Compensation:** Insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease. ***(Not required if CONTRACTOR provides written verification that it has no employees)***

If the CONTRACTOR maintains higher limits than the minimums shown above, the COUNTY requires and shall be entitled to coverage for the higher limits maintained by the CONTRACTOR. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the COUNTY.

B. Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. **Additional Insured** – COUNTY, its officers, officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the CONTRACTOR’S insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 if a later edition is used).
2. **Primary Coverage** – For any claims related to this Agreement, the CONTRACTOR’S insurance coverage shall be primary insurance as respects the COUNTY, its officers, officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the COUNTY, its officers, officials, employees, agents or volunteers shall be excess of the CONTRACTOR’S insurance and shall not contribute with it.
3. **Notice of Cancellation** – Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the COUNTY.
4. **Waiver of Subrogation Rights** – CONTRACTOR hereby grants to COUNTY a waiver of any right to subrogation which any insurer of said CONTRACTOR may acquire against the COUNTY by virtue of the payment of any loss under such insurance. CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the COUNTY has received a waiver of subrogation endorsement from the insurer.
5. **Deductibles and Self-Insured Retention** – Any deductibles or self-insured retentions must be declared to and approved by the COUNTY. The COUNTY may require the CONTRACTOR to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
6. **Acceptability of Insurers** – Unless otherwise approved by Risk Management, insurance shall be written by insurers authorized to do business in the State of California and with a minimum A.M. Best’s Insurance Guide rating of “A- VII”.
7. **Verification of Coverage** – CONTRACTOR shall furnish the COUNTY with proof of insurance, original certificates and amendatory endorsements as required by this Agreement. The proof of insurance, certificates and endorsements are to be received and approved by the COUNTY before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the CONTRACTOR’S obligation to provide them. The CONTRACTOR shall furnish evidence of renewal of coverage throughout the term of the Agreement. The COUNTY reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.
8. **Failure to Procure Coverage** – In the event that any policy of insurance required under this Agreement does not comply with the requirements, is not procured, or is canceled and not replaced, COUNTY has the right but not the obligation or duty to terminate the Agreement. Maintenance of required insurance coverage is a material element of the Agreement and failure to maintain or renew such coverage or to provide evidence of renewal may be treated by COUNTY as a material breach of contract.
9. **Subcontractors** – CONTRACTOR shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and CONTRACTOR shall ensure that COUNTY is an additional insured on insurance required from subcontractors.
10. **Special Risks or Circumstances** – COUNTY reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

Any change requiring additional types of insurance coverage or higher coverage limits must be made by amendment to this Agreement. CONTRACTOR agrees to execute any such amendment within thirty (30) days of receipt.

Any failure, actual or alleged, on the part of COUNTY to monitor or enforce compliance with any of the insurance and indemnification requirements will not be deemed as a waiver of any rights on the part of COUNTY.

EXHIBIT D
Federal Clauses

Additional Federal Clauses Applicable for Federal Funding under this Agreement: (2 CFR § 200.326; 2 CFR Part 200, Appendix II, Required Contract Clauses)

1. REMEDIES FOR NONCOMPLIANCE

In the event COUNTY determines, in its sole discretion, that CONTRACTOR is not in compliance with the terms and conditions set forth herein, COUNTY may:

- A. Require payments as reimbursements rather than advance payments;
- B. Withhold authority to proceed to the next phase until receipt of evidence of acceptable performance within a given period of performance;
- C. Require additional, more detailed financial reports;
- D. Require additional project monitoring;
- E. Requiring CONTRACTOR to obtain technical or management assistance; or
- F. Establish additional prior approvals.

2. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Agreement, CONTRACTOR agrees as follows:

- A. CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
- B. CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of CONTRACTOR, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
- C. CONTRACTOR will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of CONTRACTOR'S commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- D. CONTRACTOR will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- E. CONTRACTOR will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the

administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

- F. In the event of CONTRACTOR'S noncompliance with the nondiscrimination clauses of this Agreement or with any of the said rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and CONTRACTOR may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- G. CONTRACTOR will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. CONTRACTOR will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency CONTRACTOR may request the United States to enter into such litigation to protect the interests of the United States.

3. CLEAN AIR ACT

- A. CONTRACTOR agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
- B. CONTRACTOR agrees to report each violation to the California Environmental Protection Agency and understands and agrees that the California Environmental Protection Agency will, in turn, report each violation as required to assure notification to the COUNTY, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- C. CONTRACTOR agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

4. FEDERAL WATER POLLUTION CONTROL ACT

- A. CONTRACTOR agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.
- B. CONTRACTOR agrees to report each violation to the California State Water Resources Control Board and understands and agrees that the California State Water Resources Control Board will, in turn, report each violation as required to assure notification to the COUNTY, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- C. CONTRACTOR agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

5. DEBARMENT AND SUSPENSION

- A. CONTRACTOR certifies to COUNTY that it and its employees and principals are not debarred, suspended, or otherwise excluded from or ineligible for, participation in federal, state, or county government contracts. CONTRACTOR certifies that it shall not contract with a subcontractor that is so debarred or suspended.
- B. This certification is a material representation of fact relied upon by COUNTY. If it is later determined that CONTRACTOR did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the California Governor's Office of Emergency Services and COUNTY, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
- C. This Agreement is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such CONTRACTOR is required to verify that none of the contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
- D. CONTRACTOR must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
- E. The bidder or CONTRACTOR agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or CONTRACTOR further agrees to include a provision requiring such compliance in its lower tier covered transactions.

6. BYRD ANTI-LOBBYING AMENDMENT, 31 U.S.C. § 1352 (AS AMENDED)

CONTRACTOR shall file the required certification attached as Exhibit E, *Certification for Contracts, Grants, Loans, and Cooperative Agreement (Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (As Amended))*, which is incorporated herein by this reference. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

7. PROCUREMENT OF RECOVERED MATERIALS

- A. A. In the performance of this Agreement, CONTRACTOR shall make maximum use of products containing recovered materials that are EPA- designated items unless the product cannot be acquired—
 - i. Competitively within a timeframe providing for compliance with the contract performance schedule;
 - ii. Meeting contract performance requirements; or
 - iii. At a reasonable price.
- B. Information about this requirement, along with the list of EPA-designate items, is available at EPA's Comprehensive Procurement Guidelines web site, <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>.

8. CHANGES

- A. Notice. The primary purpose of this clause is to obtain prompt reporting of COUNTY conduct that CONTRACTOR considers to constitute a change to this contract. Except for changes identified as such in writing and signed by COUNTY, the Contractor shall notify the COUNTY in writing promptly, within five (5) calendar days from the date that the Contractor identifies any Government conduct (including actions, inactions, and written or oral communications) that the CONTRACTOR regards as a change to the contract terms and conditions. On the basis of the most accurate information available to the Contractor, the notice shall state
- i. The date, nature, and circumstances of the conduct regarded as a change;
 - ii. The name, function, and activity of each Government individual and CONTRACTOR official or employee involved in or knowledgeable about such conduct;
 - iii. The identification of any documents and the substance of any oral communication involved in such conduct;
 - iv. In the instance of alleged acceleration of scheduled performance or delivery, the basis upon which it arose;
 - v. The particular elements of contract performance for which CONTRACTOR may seek an equitable adjustment under this clause, including:
 - What line items have been or may be affected by the alleged change;
 - What labor or materials or both have been or may be added, deleted, or wasted by the alleged change;
 - To the extent practicable, what delay and disruption in the manner and sequence of performance and effect on continued performance have been or may be caused by the alleged change;
 - What adjustments to contract price, delivery schedule, and other provisions affected by the alleged change are estimated; and
 - vi. CONTRACTOR'S estimate of the time by which COUNTY must respond to CONTRACTOR'S notice to minimize cost, delay or disruption of performance.
- B. Continued Performance. Following submission of the required notice, CONTRACTOR shall diligently continue performance of this Agreement to the maximum extent possible in accordance with its terms and conditions as construed by the CONTRACTOR.
- C. COUNTY Response. COUNTY shall promptly, within ten (10) calendar days after receipt of notice, respond to the notice in writing. In responding, COUNTY shall either--
- i. Confirm that the conduct of which CONTRACTOR gave notice constitutes a change and when necessary direct the mode of further performance;
 - ii. Countermand any communication regarded as a change;
 - iii. Deny that the conduct of which CONTRACTOR gave notice constitutes a change and when necessary direct the mode of further performance; or
 - iv. In the event the Contractor's notice information is inadequate to make a decision, advise CONTRACTOR what additional information is required, and establish the date by which it should be furnished and the date thereafter by which COUNTY will respond.

D. Equitable Adjustments.

- i. If the COUNTY confirms that COUNTY conduct effected a change as alleged by the CONTRACTOR, and the conduct causes an increase or decrease in the CONTRACTOR'S cost of, or the time required for, performance of any part of the work under this Agreement, whether changed or not changed by such conduct, an equitable adjustment shall be made --
 - In the contract price or delivery schedule or both; and
 - In such other provisions of the Agreement as may be affected.
- ii. The Agreement shall be modified in writing accordingly. The equitable adjustment shall not include increased costs or time extensions for delay resulting from CONTRACTOR'S failure to provide notice or to continue performance as provided herein.

9. ACCESS TO RECORDS

The following access to records requirements applies to this Agreement:

- A. CONTRACTOR agrees to provide COUNTY, the California Governor's Office of Emergency Services, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the CONTRACTOR which are directly pertinent to this Agreement for the purposes of making audits, examinations, excerpts, and transcriptions.
- B. CONTRACTOR agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
- C. CONTRACTOR agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the Agreement.

10. USE OF U.S. DEPARTMENT OF HOMELAND SECURITY (DHS) LOGO

CONTRACTOR shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre- approval

11. COMPLIANCE WITH FEDERAL LAWS, REGULATIONS, AND EXECUTIVE ORDERS

This is an acknowledgement that FEMA financial assistance will be used to fund this Agreement. CONTRACTOR will only use FEMA funds as authorized herein. CONTRACTOR will comply will all applicable federal law, regulations, executive orders, FEMA policies, procedures, and directives.

12. NO OBLIGATION BY FEDERAL GOVERNMENT

The Federal Government is not a party to this Agreement and is not subject to any obligations or liabilities to the non-Federal entity, CONTRACTOR, or any other party pertaining to any matter resulting from the Agreement.

13. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS

CONTRACTOR acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the CONTRACTOR'S actions pertaining to this Agreement.

14. MANDATORY DISCLOSURE

CONTRACTOR must disclose, in a timely manner, in writing to the COUNTY all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the award. CONTRACTOR is required to report certain civil, criminal, or administrative proceedings to the System for Award Management (SAM) located at www.sam.gov. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338 Remedies for noncompliance, including suspension or debarment. (See also 2 CFR part 180 and 31 U.S.C.3321.)

15. DOMESTIC PREFERENCES FOR PROCUREMENTS

- A. As appropriate and to the extent consistent with law, the CONTRACTOR should, to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subcontractor agreements.
- B. For purposes of this section:
 - i. “Produced in the United States” means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
 - ii. “Manufactured products” means items and construction materials composed in whole or in part of nonferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

EXHIBIT E

**CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS
(Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (As Amended))**

The undersigned CONTRACTOR certifies, to the best of his or her knowledge, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form- LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

CONTRACTOR certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, CONTRACTOR understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

DocuSigned by:

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Signature of Contractor's Authorized Official

Allen Williams President

Name and Title of Contractor's Authorized Official

11/25/2024 | 10:31 AM PST

Date