

FOURTH AMENDMENT OF THE AGREEMENT FOR
CUSTODIAL SERVICES FOR LEE COUNTY NORTH ZONE

THIS THIRD AMENDMENT OF THE AGREEMENT FOR CUSTODIAL SERVICES FOR LEE COUNTY NORTH ZONE, made and entered into by and between the Lee County Board of County Commissioners, a political subdivision of the State of Florida ("County") and United States Service Industries, Inc. ("Vendor"), collectively, the "Parties."

WHEREAS, the County entered into an Agreement for the purchase of custodial services for Lee County North Zone through Solicitation No. RFP180120MRH with Vendor on the 31st day of August, 2018 ("Agreement"); and,

WHEREAS, it was discovered after the execution of the Agreement that it would be in the best interest of the County to add additional service locations to the Exhibit A, Scope of Services; and,

WHEREAS, pursuant to Article XIV. MISCELLANEOUS of the Agreement, the Parties desire to modify Exhibit A, Scope of Services to add the additional service locations; and,

WHEREAS, pursuant to Article V. ADDITIONAL PURCHASES of the Agreement, the Parties desire to change the accompanying pricing in the Exhibit B, Fee Schedule.

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING AND THE MUTUAL COVENANTS CONTAINED HEREIN, IT IS AGREED AS FOLLOWS:

1. The Parties agree that the Exhibit A, Scope of Services, section titled "County Facilities Included Under This Agreement" shall be supplemented by the following:

CAPE CORAL LIBRARY

Location: 921 SW 39th Terrace, Cape Coral, Florida. 33914

Operational Days and Hours: Monday through Wednesday- 9:00 a.m. to 8:00 p.m.

Thursday- 9:00 a.m. to 6:00 p.m.

Friday and Saturday- 9:00 a.m. to 5:00 p.m.

Scheduling

Lee County, working with the Vendor, may designate the time during which selected areas shall be cleaned.

Cleaning shall be performed on a six day per week basis, exclusive of holidays.

All work is to be done after normal library hours, unless otherwise instructed/approved by the County Facility Manager or Library Manager.

The Vendor will be given a minimum of 48 hours' notice of any schedule change.

The library is to be cleaned after normal business hours. However, the public restrooms are to be cleaned twice a day; once at approximately 2:30 p.m. on Mon, Tues, Weds, and approximately 1pm on Thurs, Fri, Sat, and then at night after normal business hours. Additionally, the Main Entrance will require Mid-day service. The six-day per week service shall be Monday through Saturday. The Vendor shall make emergency service available to the County. Emergency situations shall be classified as cleaning of accidental spills relating to body fluids; flooding due to water leakage, etc. All materials and equipment will be provided by the Vendor. The hours of operation are Monday through Wednesday - 9:00 a.m. to 8:00 p.m., Thursday from 9:00 a.m. to 6:00 p.m. and both Friday and Saturday from 9:00 a.m. to 5:00 p.m.

Flooring- Athletic and Porcelain/Ceramic

To avoid possible damage to these types of flooring only specified cleaning will be permitted.

- a) Athletic Flooring: the detergent must be of a mild non-phosphate type with a neutral ph.
- b) Porcelain/Ceramic Flooring shall be cleaned as follows: a non-acidic solution shall be used to clean both these floors.

Corian Counter Tops

All Corian Counter Tops can be cleaned with soapy water. Difficult stains will be brought to the attention of the library management.

Cleaning of entrance door sloped ceiling

The interior sloping ceiling (this is the large area above the sliding door that runs slopes up to the high window wall) is to be cleaned as required/outlined herein.

Daily Service

- Empty and place a new liner bag (if needed) in trash receptacles. Damp wipe, if necessary.
- Empty desk recycling totes into large recycling bin.
- Spot clean walls, light switches and doors. Check for finger marks, spots, soil build-up, graffiti, etc.
- Damp mop floors including stairs and landings. Remove any gum, tar or other foreign matter.

- Vacuum and/or brush all public and staff area carpet and upholstery (includes under the cushions).
- Dust/polish staff area horizontal ledges, tables, chairs, cabinets, equipment, all unobstructed work areas, etc. (except bookshelves). Check underneath tables/chairs, legs, etc. for needed attention.
- Clean and sanitize drinking fountains.
- Dust all unobstructed work areas.
- Do other general and emergency cleaning as required.
- Report any maintenance defects to the County Representative.
- Keep custodial closet clean.
- Vacuum floor mats and wash as necessary.
- Clean main Library entrance, Staff Entrance, and courtyard door glass and adjacent panels (interior and exterior).
- Clean counter tops at Circulation desk, Reference desks, and the Youth Services Information desk and Young Adult station.
- Damp mop floor, clean tables, chairs, sink and counters in break room.
- Clean tables and chairs in staff courtyard area, sweep concrete and empty trash containers and replace liners. Wash containers if needed.
- Clean meeting room sink, counter refrigerator vacuum carpet and wipe down tables
- Clean counters and vending machine.
- Clean all children's area tables, counters and chairs as needed.

Kitchen area

- Clean sinks, counters, tables, chairs with detergent/disinfectant.
- Empty and place a new liner bag in trash receptacles. Spot clean and sanitize containers.
- Re-supply paper towels and soap dispensers.
- Damp wipe all kitchen appliances including vending machines
- Damp wipe walls, as necessary.
- Damp mop floor.

Building Exterior

- Sweep and pick up trash at all building entrances, (i.e., main entrance, staff entrance, etc.) within a radius of twenty feet.
- Sweep and pick up trash around the entire building and in planters, within a forty-foot radius—at front entrance clean to circular drive and adjoining sidewalk.
- Empty and place a new liner bag in trash receptacles around buildings. Spot clean.
- Wash down steps and walks, as required; keeping them free of gum, tar, and other foreign matter. Clean glass and building areas if required after washing due to over spray.
- Shake and sweep down exterior floor mats if applicable.
- Clean smoking sand urns, refill as needed.
- Clean tables/chairs/benches in the outside areas, if applicable.
- Clean dumpster area.

Mid-Day Service – Restrooms and Main Entry

- Clean toilets, urinals, sinks, counters, and baby changing stations with detergent/disinfectant.
- Clean mirrors, soap dispensers, paper towel dispensers, and all plumbing fixtures.

- Damp wipe all partitions, ledges, walls, light switches and doors.
- Clean under basins, around toilets and urinals.
- Empty and place a new liner bag in trash receptacles.
- Re-supply soap, toilet tissue, paper towels, personal seat covers, sanitary napkin liners, sanitary napkins, etc. (only anti-bacterial soap will be acceptable).
- Sweep floors.
- Empty and place a new liner bag in front entrance trash receptacles as needed
- Sweep and pick up trash in vestibule entry and main lobby.

Nightly Service

Restrooms

- Clean toilets, urinals, sinks, counters, and baby changing stations with detergent/disinfectant.
- Clean mirrors, soap dispensers, paper towel dispensers, and all plumbing fixtures.
- Damp wipe all partitions and ledges.
- Damp wipe walls, light switches and doors, if needed. Check for finger marks, spots, soil build-up, graffiti, etc.
- Clean under basins, around toilets and urinals.
- Empty and place a new liner bag in trash receptacles. Spot clean and sanitize containers.
- Re-supply soap, toilet tissue, paper towels, personal seat covers, sanitary napkin liners, sanitary napkins, etc. (only anti-bacterial soap will be acceptable).
- Wet mop floors using detergent/disinfectant.

Weekly Service

- Clean all interior partition glass that can be reached
- High dust (above hand height) all public areas and staff areas. This includes shelves, moldings, ledges, etc. (except bathrooms and bookshelves).
- Dust vertical surfaces.
- Dust venetian blinds.
- Dust entrance tower.
- Dust mop and damp mop storage areas.
- Dust all bookshelves and tops (shelf areas not covered by books).
- Dust and remove cobwebs from ceiling areas of standard height.
- Spray buff all corridors, hallways, and lobbies if applicable.
- Scrub all non-skid tile floor areas.
- Spot clean all public and staff area carpet and upholstery.
- Brush, vacuum and/or spot clean all modular panels and upholstered furniture.
- Clean and sanitize public area and staff area telephones.
- Clean (dirt/soil build-up) public area horizontal ledges, desks, tables, chairs, cabinets, equipment, etc. and study areas.
- Take master recycling bin(s) to designated location for servicing and return once they are emptied.
- Collect and dispose of trash from outside the building. This includes all planter areas, parking lot areas, and the lawn.

- Clean wall ceramic tile in baths and fill floor trap with water.
- Clean the exterior book drop screen and pick up debris near unit.

Twice Per Month Service

- Spray buff or burnish all vinyl floors.

Monthly Service

- Vacuum air conditioning grills and returns. Damp wipe with all-purpose cleaner, if necessary. Do not remove grills.
- Clean light covers (external only).
- Sweep cobwebs and dust from walls around all entrances and windows.

Quarterly Service

- Wash venetian blinds (use all purpose cleaner or detergent), if applicable. Do not remove blinds from window.
- Clean light fixtures and covers (interior).
- Clean awnings, if applicable.
- Clean carpet and upholstery.
- Clean book drops (interior/exterior, if applicable) and book drop carts.
- High ceiling cleaning – Dust/clean visible areas including fans, hanging light fixtures, beams, columns, ledges, and air conditioning vents and pipes. Remove dust, cobwebs, bugs, etc.
- Clean low-level interior/exterior windows (may be required to be done more often).
- Clean Mechanical Room, Electrical Room, and Data Room (with the assistance of County personnel), if applicable.
- Wax vinyl floors, if applicable, with approved manufacturer's guidelines

Semi Annual Service

- Strip and wax all non marmoleum vinyl floors
- Clean high glass interior/exterior—this may require a sub-contractor as it is high and a lift may be needed.
- Clean sloped interior ceiling.

NORTHWEST REGIONAL LIBRARY

Location: 519 Chiquita Boulevard, Cape Coral, Florida. 33993

Operational Days and Hours: Monday, Wednesday and Thursday 10:00 a.m. to 6:00 pm

Tuesday 12:00 pm to 8:00 pm

Friday and Saturday 9:00 am to 5:00 pm

Scheduling

The County, working with the Vendor, may designate the time during which selected areas shall be cleaned.

Cleaning shall be performed on a six day per week basis, exclusive of holidays.

Public restrooms are to be cleaned twice a day; once at the mid-point of the operational hours (*approximately 2:30 p.m.*) and then at night after normal business hours.

This location may be assigned a Day Porter, at the Library System discretion.

All work is to be done after normal library hours, with the exception of the Porter, unless otherwise instructed/approved by the County Facility Manager or Library Manager.

The Vendor will be given a minimum of 48 hours' notice of any schedule change.

Special Cleaning Requirements

- a) Flooring: to avoid possible damage to the flooring only specified cleaning will be permitted. All floor cleaning plans and products shall be approved by the Facilities Manager prior to implementation/usage.
- b) All Corian Counter Tops can be cleaned with soapy water. Difficult stains shall be brought to the attention of the library management.

Daily Service

- Empty and place a new liner bag (if needed) in trash receptacles/containers and sanitary waste receptacles/containers. Sanitize, and damp wipe, if necessary.
- Empty all trash bins, including desks, recycling totes into large recycling bin.
- Spot clean walls, light switches and doors. Check for finger marks, spots, soil build-up, graffiti, etc.
- Damp mop floors. Remove any gum, tar, scuff marks, stains, or other foreign matter. Use safety devices, such as wet floor signs.
- Dust/polish public area horizontal ledges, desks, tables, chairs, cabinets, equipment, all unobstructed work areas, etc.
- Vacuum and/or brush all public and staff area carpet and upholstery (includes under the cushions).
- Dust/polish staff area horizontal ledges, tables, chairs, cabinets, equipment, all unobstructed work areas, etc. Check underneath tables/chairs, legs, etc. for needed attention.
- Clean and sanitize drinking fountains.
- Dust all unobstructed work areas.
- Do other general and emergency cleaning as required.
- Report any maintenance defects to the County Representative.
- Keep custodial closet clean.
- Vacuum floor mats and wash as necessary.
- Clean all main Library entrance, Staff Entrance, and courtyard door glass and adjacent panels (interior and exterior).
- Clean counter tops at Circulation desk, Reference desks, and the Youth Services Information desk and Young Adult station.
- Damp mop floor, clean tables, chairs, sink and counters in break room.
- Clean tables and chairs in staff courtyard area, sweep concrete and empty trash containers and replace liners (wash containers if needed).

- Clean meeting room sink, counter refrigerator vacuum and wipe tables as needed.
- Clean sink in Young Adult area, clean counters and vending machine.
- Clean all children's area tables, counters and chairs as needed.

Kitchen area

- Clean sinks, counters, tables, and chairs with detergent/disinfectant.
- Empty and place a new liner bag in trash receptacles. Spot clean and sanitize containers.
- Re-supply paper towels and soap dispensers.
- Damp wipe all kitchen appliances including vending machines.
- Damp wipe walls, as necessary.
- Damp mop floor.

Restrooms

- Clean toilets, urinals, sinks, counters, and baby changing stations with detergent/disinfectant. Wipe and disinfect all appurtenances and affixed plumbing fixtures as necessary
- Clean mirrors, soap dispensers, paper towel dispensers, and all related fixtures.
- Damp wipe all partitions and ledges
- Damp wipe walls, light switches and doors, if needed. Remove finger marks, spots, soil build-up, graffiti, etc.
- Clean under basins, around toilets and urinals.
- Empty and place a new liner bag in trash receptacles. Spot clean and sanitize containers.
- Re-supply soap, toilet tissue, paper towels, personal seat covers, sanitary napkin liners, sanitary napkins, etc. (Only anti-bacterial soap will be acceptable).
- Wet mop floors using detergent/disinfectant.
- Remove any and all cobwebs

Building Exterior

- Sweep and pick up trash at all building entrances (i.e., main entrance, staff entrance, etc.).
- Sweep and pick up trash around the entire building and in planters, within a forty-foot radius—at front entrance clean to circular drive and adjoining sidewalk.
- Empty and place a new liner bag in trash receptacles around buildings. Spot clean.
- Wash down steps and walks, as required; keeping them free of gum, tar, and other foreign matter. Clean glass and building areas if required after washing due to over spray.
- Shake and sweep down exterior floor mats, if applicable.
- Clean smoking sand urns, refill as needed.
- Clean tables/chairs/benches in the outside areas, if applicable.
- Clean dumpster area.

Mid-Day Service

Restrooms

- Clean toilets, urinals, sinks, counters, and baby changing stations all appurtenances and plumbing fixtures with detergent/disinfectant.
- Clean mirrors, soap dispensers, paper towel dispensers, and all appurtenances
- Damp wipe all partitions, ledges, walls, light switches and doors.
- Clean under basins, around toilets and urinals.
- Empty and place a new liner bag in trash and sanitary receptacles.

- Re-supply soap, toilet tissue, paper towels, personal seat covers, etc. (Only anti-bacterial soap will be acceptable).
- Sweep floors and spot mop as necessary.
- Empty and place a new liner bag in front entrance trash receptacles as needed

Weekly Service

- Clean all interior partition glass that can be reached.
- High dust all public areas and staff areas.
- Dust vertical surfaces.
- Dust venetian blinds.
- Dust entrance walls, if applicable.
- Dust mop and damp mop storage areas.
- Dust all bookshelves and tops (shelf areas not covered by books).
- Dust and remove cobwebs from ceiling areas of standard height.
- Spray buff all corridors, hallways, and lobbies if applicable.
- Scrub all non-skid tile floor areas, careful of display area floor.
- Vacuum and spot clean all public and staff area carpet and upholstery.
- Brush, vacuum and/or spot clean all modular panels.
- Clean and sanitize public area and staff area telephones.
- Clean dirt/soil build-up public area horizontal ledges, desks, tables, chairs, cabinets, equipment, etc.
- Take master recycling bin(s) to designated location for servicing and return once they are emptied.
- Collect and dispose of trash from outside the building. This includes all planter areas, parking lot areas, and the lawn.
- Clean wall ceramic tile in baths and fill floor trap with water
- Clean the exterior book drop screen and pick up debris near unit.

Twice Per Month Service

- Heavy wash and treat marmoleum and vinyl floors.

Monthly Service

- Vacuum air conditioning grills and returns. Damp wipe with all-purpose cleaner, if necessary. Do not remove grills.
- Clean light covers (external only).
- Dust and/or clean ceiling fans, if applicable.
- Spray buff or burnish all vinyl floors.
- Sweep cobwebs and dust from walls around all entrances and windows

Quarterly Service

- Wash venetian blinds (use all purpose cleaner or detergent), if applicable. Do not remove blinds from window.
- Clean light fixtures and covers (interior).
- Clean awnings, if applicable.
- Clean carpet and upholstery.

- Clean book drops (interior/exterior, if applicable) and book drop carts
- High ceiling cleaning – Dust/clean visible areas including fans, hanging light fixtures, beams, columns, ledges, and air conditioning vents and pipes. Remove dust, cobwebs, bugs, etc.
- Clean low-level interior/exterior windows (may be required to be done more often).
- Clean Mechanical Room, Electrical Room, Data Room (with the assistance of County personnel), if applicable.
- Wax vinyl floors if applicable—treat marmoleum products as needed with approved manufacturer’s guidelines.
- Clean the Library Entrance sign.

Semi Annual Service

- Strip and wax all non marmoleum vinyl floors.
- Clean high glass interior/exterior—this may require a sub-contractor as it is high and a lift may be needed.

2. The Parties agree that the Exhibit B, Fee Schedule shall be superseded by:

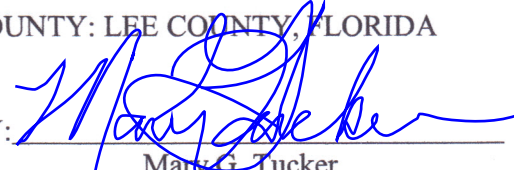
UNITED STATES SERVICE INDUSTRIES INC. FEE SCHEDULE					
Location	Monthly Service Cost	Quarterly Service Cost	Semi-Annual Service Cost	Annual Service Cost	Total Location Annual Cost
Cape Coral Library	\$3,990.38	\$340.53	\$1,702.66	N/A	\$52,652.00
Northwest Regional Library	\$3,990.38	\$425.66	\$1,702.66	N/A	\$52,992.53
Tax Collector, Cape Coral Government Complex	\$5,708.67	\$425.67	\$170.27	\$0.00	\$70,547.24

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IN WITNESS WHEREOF this Fourth Amendment of the Agreement has been signed and sealed, in duplicate, by the respective Parties hereto.

DATED this 15 day of May, 2020 by the Lee County Board of County Commissioners.

COUNTY: LEE COUNTY, FLORIDA

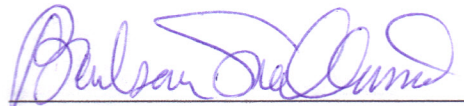
BY: 
Mary G. Tucker
Director of Procurement Management, on behalf of the Board of County Commissioners

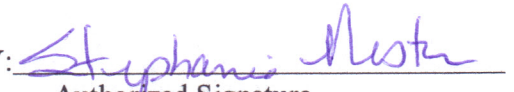
APPROVED as to Form for the Reliance of Lee County Only

BY: 
County Attorney's Office

DATED this 7th day of MAY, 2020 by United States Service Industries, Inc.

ATTEST:


(Witness)

BY: 
Authorized Signature

STEPHANIE NESTOR
Authorized Signature Printed Name

CFO
Authorized Signature Title

CORPORATE SEAL:

