

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

THIS SECOND AMENDMENT OF THE AGREEMENT FOR CUSTODIAL SERVICES FOR NORTH ZONE LEE COUNTY, 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 North Zone Lee County through Solicitation No. RFP220232SML with Vendor on the 14<sup>th</sup> day of December, 2022 ("Agreement"); and,

WHEREAS, after the execution of the Agreement it was determined that the County needed to add a new location to the Agreement, the Health Department – Pondella located at 83 Pondella Road, North Fort Myers; and,

WHEREAS, the Parties agree to add the location to the Exhibit A. Specifications or Scope of Services, and the Exhibit B, Fee Schedule; and,

WHEREAS, the Parties desire to modify the Agreement pursuant to Article XV. MISCELLANEOUS of the Agreement.

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

- 1. The Parties agree that the Section 18 LOCATIONS: of the Exhibit A. SCOPE OF WORK section of the Agreement shall be supplemented by the following:

**L. HEALTH DEPARTMENT – PONDELLA**

Location	83 Pondella Road North Fort Myers, FL 33903
Operating Hours	Monday – Friday 7:00am-5:00pm
Custodial Hours	Monday – Friday 8:00am-4:00pm Monday – Friday 4:00am-7:00pm
Facility Size	Approximately 27,000 sq feet
Fixtures	See Chart Below

### Scheduling

- a. Lee County, working with the Vendor, may designate the time during which selected areas shall be cleaned.
- b. Cleaning shall be performed on a five (5) day per week basis, inclusive of holidays.
- c. All work is to be done in two shifts.
  1. Shift One – Day Porter - starts at 8:00 am and finishes at 4:00pm.
  2. Shift Two starts at 4:00 pm and finishes at 7:00 pm unless otherwise instructed/approved by the designated Lee County representative.
- d. The Vendor will be given a minimum of 48 hours' notice of any schedule change.

Service Identifiers to be performed at this location as listed above:

- Daily Services
  - Empty and put new liners in wastebaskets. Damp wipe, as required due to spill.
  - Spot clean and sanitize walls, light switches, and doors.
  - Sanitize all doors and doorknob hardware (inside and outside of doors)
  - Clean basins with detergent / disinfectant. Clean and shine bright work.
  - Clean toilets and urinals using detergent / disinfectant. Use bowl cleaner each visit to keep toilets free of any types of stains, scale, or residue.
  - Damp wipe all ledges
  - Clean mirrors, soap dispensers, wash basins, paper towel dispensers, and all plumbing fixtures.
  - Clean and disinfect under basins, around toilets and urinals.
  - Damp wipe walls, light switches, and doors.
  - Re-supply soap, toilet tissue, paper towels, personal seat covers, sanitary napkins liners, sanitary napkins, etc. (ONLY ANTI-BACTERIAL OR ANTI-MICROBIAL SOAP SHALL BE ACCEPTABLE.) Keep at least one extra toilet paper in each stall as applicable.
  - Wet mop floors using detergent / disinfectant.
  - Supply & restock paper products, liquid hand soap, always maintain “spare product” in restrooms/breakrooms
  - Do other general and emergency spot cleaning, as required.
  - Report any maintenance defects to the County.
  - Perform emergency spot cleaning as necessary, (spills, vomit, soil, food mess, etc....)
  - Clean and sanitize drinking fountains.
  - Pick-up trash around building and canopies within a forty-foot radius
  - Empty and put in new liner bag in trash cans around building and canopy areas
  - Sweep/Wash down steps and walks, as required
  - Shake and sweep down interior/exterior floor mats
  - Clean ash bins and replace sand, as required
  - Sweep cobwebs and dust from walls around entrances, windows.
- Weekly Services
  - Remove all cobwebs from all interiors and exteriors
- Quarterly Services
  - Pressure wash steps and walks.
  - Pressure wash exterior of building.
  - Clean exterior awnings, if applicable.
- Semiannual Services
  - All the tile floors in the building will need to be buffed and waxed once every 6 months or two times a year with a minimum of two coats of wax on the floor. (This work would have to be completed evenings or on a weekend)

- Unique Services to be provided
  - Specific Tasks listed below.

<b>Department</b>	<b>Restroom</b>	<b>Toilet</b>	<b>Paper Towel</b>	<b>Soap Disp.</b>
Vitals	Unisex	Double 9 inch roll	1	1
Employee Men's	1	2 Dispenser Double 9-inch roll	2	2
Employee Women's	1	2 Dispenser Double 9- inch roll	2	2
STD Area			1	
Clinic # 2	Unisex	1 Dispenser Single 9-Inch Roll	1	1
Clinic # 2 Exam Area			3	3
STD Interview Area			3	3
WIC	Unisex	Double 9-inch roll	1	1
2 WIC Health Tech Rooms			2	2
WIC	Unisex	Double 9-inch roll	1	1
Clinic Waiting Room	Men's	Double 9-inch roll	2	2
Clinic Waiting Room Inside	Unisex	Double 9-inch roll	1	1
Lab			1	1
Clinic Restroom	Unisex - 2	Double 9-inch rolls 2	2	2
Clinic Work Station			1	1
Clinic Interview Rooms			4	4
Clinic Exam Rooms			4	4
RN Clinic Room 189	1	Double 9-inch roll	2	2
Med Room 196			1	1
<b>Total</b>	<b>12</b>	<b>1 Single 9-inch roll 14 Double 9-inch rolls</b>	<b>37</b>	<b>37</b>

## **VITALS, WIC, STD, NURSING SUITE, PHARMACY, ROOM 172, ROOMS 158A, 158B, 158C**

### **FLOORS**

Carpeted areas and rugs must be vacuumed daily. Spot clean as needed. There shall be no evidence of fuzzing caused by harsh rubbing or brushing. Carpet shall be free of any dirt, dust, lint or foreign matter. No dirt shall be left in corners or near baseboards, behind doors or under furniture. Secured offices must be vacuumed while CHD staff is present.

In Non – carpeted areas – sweep, dust mop and/or damp mop, whichever is required to maintain area cleanliness. Areas shall be free of all dirt, debris, gum, stains, film, traffic marks and other materials. No dirt shall be left in corners or near baseboards, behind doors or under furniture. Disinfectant cleaner is to be used on any tile floors.

### **TILE FLOOR CLEANING/WAXING**

#### **Room Area 124 WIC**

- To be clean daily (evening shift) floor sweep/mopped and trash. This area will be left unlocked for staff to clean, once clean staff is to lock the door. And if it's not unlocked then not need to clean.

## **RESTROOMS ALL LOCATIONS**

### **Vitals, WIC, Clinic Waiting Room, STD Area Clinic # 2, Clinic Main Hallway, Pharmacy and Employee Restrooms**

- Maintain in a clean and sanitary condition, all floors, walls, doors, stalls, partitions, baby changing tables, shelves, sinks, commodes, urinals, soap and towel dispensers. Clean and polish mirrors. Fixtures shall be cleaned. There shall be no obvious dust, stain, or water spots. Empty and sanitize trash and sanitary napkin receptacles with multi-purpose disinfectant, deodorizing cleaner. Replenish supplies of toilet tissue, paper towels, and soap. Check and replace as necessary, any deodorizers or air fresheners used.

## **CLINIC AREA'S MAIN and CLINIC # 2 AREA'S**

### **Clinic Area's Main**

- Clean and disinfect intake and examination room floors daily.
- Clean and disinfect intake and examination room countertop, stools, tables, chairs and other furnishing.
- Clean sink area's daily.
- (Monday – Thursday done evenings after 5:00 PM Fridays done during the mornings. This would also include the Clinic Lab).
- Replenish all exam rooms with hand soap, tissue and tri-fold towels as needed.

### **CLINIC #2 AREA'S**

- Clean and disinfect intake and examination room floors daily.
- Clean and disinfect intake and examination room countertop, stools, tables, chairs and other furnishings.
- Clean sink areas daily.
- Replenish all exam rooms with hand soap, tissue and tri-fold towels as needed.

## **WATER FOUNTAINS & COOLERS (if applicable)**

Clean and sanitize water fountains daily (as needed) keeping them free of trash and stains. Surface will have no streaks, film or spots. Metals parts will be clean and bright using a stainless steel cleaner.

## **STAFF BREAK ROOM & KITCHEN AREAS**

- Clean and wipe off all tables and countertops in kitchen area with appropriate cleaning agent.
- Janitorial staff **IS NOT** responsible for the cleaning of any appliance such as microwave, coffee pots, toaster ovens, refrigerator or any other appliance located in the kitchen area.

## **MAILROOM & Room 107**

- Empty trash daily & Sweep and damp floors weekly

## **EXTERIOR AREAS**

- Sweep entrance areas removing all debris and trash. Empty and wipe clean cigarette butt receptacles/urns if available.

## **MISCELLANEOUS**

Empty and clean all trash receptacles inside and outside of building. Receptacle liners are to be used and changed as necessary. Remove all trash from offices, (secure offices must have a LCHD employee present). Trash removal would also include all restrooms and the employee break room area.

Dumpster is located in the back parking lot area for all trash & there are 3 blue recycling bins for the cardboard. No cardboard is to be place in the dumpster.

Clean glass on entry doors (inside and out) daily.  
Wipe all window sills and blinds as needed.  
Wipe and clean small door panel glass as needed.  
Clean all restroom mirrors daily and TV screens.  
Clean and dust cubical furniture tops weekly.  
Conference Rooms – Empty Trash and Vacuum Carpets as needed.

**Supplies that need to be provided by Vendor and included in Quote:**

- Hand Soap (Antibacterial)
- Toilet Tissue
- Hand Paper Towels (tri-fold)
- Garbage Bags
- All cleaning equipment
- All non-disposable cleaning supplies  
(Disinfectants, Cleaning, Sanitizing Agents).

Hours of Operations are as follow for the Lee County Health Department Pondella Site

Monday – Friday 7:00 AM – 5:00 PM

No Weekend Hours

Janitorial Service Hours

Monday – Friday 7:00 AM – 4:00 PM

Monday – Friday 4:00 PM – 7:00 PM

Cleaning staff will us the same break room as the employees.

Evening shift janitorial staff will be responsible for checking all external doors to make sure they are locked. They will also be responsible for securing the building by setting the buildings ALARM system each evening. (The building manager will teach the staff how this is done). Cleaning staff will be required to use the back parking entrance to the building.

**In providing any or all of the below mentioned services:**

- Vendor will background screen janitorial staff.
- Only actual employees of the janitorial contractor are to be admitted to the premises. Children or Non janitorial staff are not allowed on premises.
- Janitorial staff is to check exterior doors and windows to ensure the facility is secure at the time of leaving the facility.
- Janitorial Services in secured office and or medical records room must be performed while Lee CHD employee is present.
- Vendors acknowledge and recognize that the Lee Co. Department of Health maintains confidential documents, reports and paper on the premises. Vendor agrees it shall not reveal any information contained on any documents, reports, and papers observed on the premises. Vendor further agrees it shall ensure its employees maintain confidentiality. Breach of confidentiality by vendor employee may be grounds for terminating agreement of janitorial services.
- Any onsite problems during the day are to be reported to the building manager.

2. The Parties agree that the following table of service locations shall supersede the existing table of service locations in Exhibit B. Fee Schedule of the Agreement:

<b>UNITED STATES SERVICE INDUSTRIES, INC.</b>				
<b>LOCATION</b>	<b>MONTHLY</b>	<b>QUARTERLY</b>	<b>SEMIANNUAL</b>	<b>MAXIMUM</b>
<b>Cape Coral Library</b>	\$4,166.50	\$398.39	\$119.52	\$51,830.60
<b>North Fort Myers Library</b>	\$3,765.89	\$597.58	\$298.79	\$48,178.58
<b>Northwest Regional Library</b>	\$4,166.50	\$1991.93	\$199.19	\$58,364.10
<b>Tax Collector, Cape Coral Government Complex</b>	\$5,859.34	\$796.77	\$398.39	\$74,295.94
<b>Tolls, Midpoint Toll Facility</b>	\$423.50	\$159.35	\$39.84	\$5,799.08
<b>Dunbar Jupiter Hammon Public Library</b>	\$1,718.91	\$398.39	\$59.76	\$22,340.00
<b>Lee County Health Department Pondella Site</b>	\$6,471.32	\$183.61	\$1,384.50	\$81,159.28

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RFP220232SML  
Custodial Services for North Zone Lee County  
United States Service Industries, Inc. - Amendment No. 2

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

DATED this 9/26/2023 | 2:13 PM EDT by the Lee County Board of County Commissioners.

COUNTY: LEE COUNTY, FLORIDA

DocuSigned by:  
Mary G Tucker  
BY: 217443FA0278447...  
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

DocuSigned by:  
Amanda Swindle  
BY: EC9B5A5584DD473...  
County Attorney's Office

DATED this 22<sup>ND</sup> day of AUGUST, 2023 by United States Service Industries, Inc.

ATTEST:

Samuel Richardson  
(Witness)

BY: Stephanie Nester  
Authorized Signature

STEPHANIE NESTER  
Authorized Signature Printed Name

CFO  
Authorized Signature Title

CORPORATE SEAL:

