

**NAPA COUNTY AGREEMENT NO. 180073B
AMENDMENT NO. 7**

PROFESSIONAL SERVICES AGREEMENT

THIS AMENDMENT NO. 7 OF NAPA COUNTY AGREEMENT NO. 180073B is made and entered into as of this 1st day of February, 2024, by and between NAPA COUNTY, a political subdivision of the State of California, hereinafter referred to as "COUNTY", and SUPERIOR BUILDING SERVICES, INC., a California corporation, whose business address is 1070 Horizon Drive, Suite I, Fairfield, CA 94533, hereinafter referred to as "CONTRACTOR";

RECITALS

WHEREAS, effective August 1, 2017, CONTRACTOR entered into Napa County Agreement No. 180073C (hereafter referred to as the "Agreement") by which CONTRACTOR agreed to provide custodial services at the Calistoga Library, located at 1108 Myrtle Street, Calistoga, CA 94515, and the American Canyon Library, located at 300 Crawford Way, American Canyon, CA 94503; and

WHEREAS, on May 1, 2018, COUNTY and CONTRACTOR entered into Amendment No. 1 to the Agreement to amend the Scope of Work and Maximum Compensation to include custodial services for the Roads Department and Weights & Measures Department located at 7292 Silverado Trail, Yountville CA; and

WHEREAS, on December 14, 2018, COUNTY and CONTRACTOR entered into Amendment No. 2 to the Agreement to amend the Scope of Work and Maximum Compensation to include custodial services for the South Napa Homeless Shelter located at 100 Hartle Court, Napa CA; and

WHEREAS, on June 4, 2019, COUNTY and CONTRACTOR entered into Amendment No. 3 to the Agreement to renumber the Agreement to reflect signature authority, to amend the Scope of Work to include additional custodial services at the American Canyon Library, and Calistoga Library, and to include custodial services at Napa County Records Center located at 944 Kaiser Road, Napa CA, Health and Human Services Agency American Canyon Satellite Offices located at 4381 Broadway, American Canyon, CA, and 3281 Solano Avenue, Napa, CA, and to increase the Maximum Compensation by \$24,910 consisting of \$20,910 for additional custodial services not currently covered in the Agreement, \$1,500 for additional supplies and \$2,500 for additional non-routine custodial services throughout County properties; and

WHEREAS, on June 23, 2020, COUNTY and CONTRACTOR entered into Amendment No. 4 to the Agreement to extend the term up to five (5) years, to amend the Scope of Work to include increased services for American Canyon Library and Calistoga Library due to their increased hours, and to increase annual Maximum Compensation by \$9,470 for fiscal years 2021-2023 (from \$86,465 in fiscal year 2020 to \$95,935 in fiscal years 2021-2023) and by an additional \$4,880 for fiscal years 2024 and 2025 (from \$95,935 in fiscal years 2021-2023 to

\$100,815 in fiscal years 2024 and 2025) to compensate for added services and increased costs; and

WHEREAS, on June 21, 2022, COUNTY and CONTRACTOR entered into Amendment No. 5 to the Agreement to update the Scope of Work to include increased services for Napa County Records Center and Calistoga Library, to include additional supplies for Napa Records Center, Napa Roads, and Health and Human Services Agency, American Canyon, and to increase annual Maximum Compensation by \$5,705 for fiscal year 2023 (from \$95,935 in fiscal years 2021-2022 to \$101,640 in fiscal year 2023) and by an additional \$5,940 for fiscal years 2024 and 2025 (from \$100,815 in fiscal years 2024 and 2025 to \$106,755) to compensate for additional services, additional supplies, and increased costs; and

WHEREAS on November 28, 2023, COUNTY and CONTRACTOR entered into Amendment No. 6 to the Agreement to update the Scope of Work to include custodial services at The Avenues houses 1, 2, and 3 located at 2100 Napa-Vallejo Hwy., the County Airport located at 2000 Airport Road, and Napa Main Library located at 580 Coombs Street, to increase services at the American Canyon Library and Calistoga Library branches, to include additional supplies for Napa County Roads Department, and to increase annual Maximum Compensation for routine and non-routine services for fiscal years 2024 and 2025 to compensate for additional services and additional supplies.

WHEREAS, COUNTY and CONTRACTOR now desire to amend the Agreement to update the Scope of Work to include custodial services at the Napa County Fire office located at 951 California Boulevard and to increase annual Maximum Compensation for routine services for fiscal years 2024 and 2025 to compensate for additional services.

TERMS

NOW, THEREFORE, COUNTY and CONTRACTOR hereby amend the Agreement as follows:

1. Exhibit "A-6" and Exhibit "B-6" of the Agreement are rescinded and replaced in full by the documents entitled Exhibit "A-7" and Exhibit "B-7", respectively, and all references in the Agreement to Exhibits "A", "A-1", "A-2", "A-3", "A-4", A-5, and "A-6", and Exhibit "B", "B-1", "B-2", "B-3", "B-4", B-5, and "B-6" shall mean Exhibit "A-7" and Exhibit "B-7", respectively.
2. Paragraph 2 is hereby amended to read in full as follows:
 2. **Scope of Services.** CONTRACTOR shall provide COUNTY those services set forth in Exhibit "A-7", attached hereto.
3. Paragraph 3 is hereby amended to read in full as follows:
 3. **Compensation.**

(a) Rates. In consideration of CONTRACTOR's fulfillment of the promised work, COUNTY shall pay CONTRACTOR at the rates set forth in Exhibit "B-7", attached hereto and incorporated by reference herein.

(b) Expenses. No travel or other expenses except those set forth expressly in Exhibit "B-6" will be reimbursed by COUNTY.

(c) Maximum Amount for Fiscal Years 2017/18 through 2019/20. Notwithstanding subparagraphs (a) and (b), the maximum annual payments under this Agreement shall be a total of SEVENTY-THREE THOUSAND SEVEN HUNDRED SIXTY FIVE DOLLARS (\$73,765) for regular and annual custodial services, FIVE THOUSAND TWO HUNDRED DOLLARS (\$5,200) for supplies, and SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$7,500) for non-routine custodial services per fiscal year; provided, however, that such amounts shall not be construed as guaranteed sums, and compensation shall be based upon services actually rendered and reimbursable expenses actually incurred.

(d) Maximum Amount for Fiscal Years 2020/21 through 2021/22. Notwithstanding subparagraphs (a) and (b), the maximum annual payments under this Agreement shall be a total of EIGHTY-TWO THOUSAND NINE HUNDRED THIRTY FIVE DOLLARS (\$82,935) for regular and annual custodial services, FIVE THOUSAND FIVE HUNDRED DOLLARS (\$5,500) for supplies, and SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$7,500) for non-routine custodial services per fiscal year; provided, however, that such amounts shall not be construed as guaranteed sums, and compensation shall be based upon services actually rendered and reimbursable expenses actually incurred.

(e) Maximum Amount for Fiscal Years 2022/23. Notwithstanding subparagraphs (a) and (b), if the agreement is not terminated, the maximum annual payments under this Agreement shall be a total of EIGHTY-EIGHT THOUSAND THIRTY FIVE DOLLARS (\$88,035) for regular and annual custodial services, SIX THOUSAND ONE HUNDRED FIVE DOLLARS (\$6,105) for supplies, and SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$7,500) for non-routine custodial services per fiscal year; provided, however, that such amounts shall not be construed as guaranteed sums, and compensation shall be based upon services actually rendered and reimbursable expenses actually incurred.

(f) Maximum Amount for Fiscal Years 2023/24. Notwithstanding subparagraphs (a) and (b), if the agreement is not terminated, the maximum annual payments under this Agreement shall be a total of ONE HUNDRED SEVENTEEN THOUSAND FOUR HUNDRED SIXTY-FIVE DOLLARS (\$117,465) for regular and annual custodial services, SIX THOUSAND EIGHT HUNDRED THIRTY DOLLARS (\$6,830) for supplies, and TWENTY-TWO THOUSAND DOLLARS (\$22,000) for non-routine custodial services per fiscal year; provided, however, that such amounts shall not be construed as guaranteed sums, and compensation shall be based upon services actually rendered and reimbursable expenses actually incurred.

(g) Maximum Amount for Fiscal Years 2024/25. Notwithstanding subparagraphs (a) and (b), if the agreement is not terminated, the maximum annual payments under this Agreement shall be a total of ONE HUNDRED TWENTY-FOUR THOUSAND SEVEN HUNDRED FIFTEEN DOLLARS (\$124,715)

for regular and annual custodial services, SIX THOUSAND EIGHT HUNDRED THIRTY DOLLARS (\$6,830) for supplies, and TWENTY-TWO THOUSAND DOLLARS (\$22,000) for non-routine custodial services per fiscal year; provided, however, that such amounts shall not be construed as guaranteed sums, and compensation shall be based upon services actually rendered and reimbursable expenses actually incurred.

4. **Counterparts.** This Amendment No. 7 may be executed in counterparts, which when taken together, shall constitute a single signed original as though all parties had executed the same page.

5. **Electronic Signatures.** This Amendment No. 7 may be executed by electronic signature(s) and transmitted in a portable document format (“PDF”) version by email and such electronic signature(s) shall be deemed original for purposes of this Amendment No. 7 and shall have the same force and effect as a manually executed original.

6. This Amendment No. 7 shall be effective as of February 1, 2024.

7. Except as provided in paragraphs 1 through 6 above, the terms and provisions of the Agreement shall remain in full force and effect.

[Remainder of page left blank intentionally; signature page follows.]

IN WITNESS WHEREOF, this Amendment No. 7 to the Agreement was executed by the parties hereto as of the date first above written.

SUPERIOR BUILDING SERVICES, INC.

By Arturo Vargas
ARTURO VARGAS, President

By Regina Blanton
REGINA MCMURTRIE BLANTON,
Chief Financial Officer

"CONTRACTOR"

NAPA COUNTY, a political subdivision of
the State of California

By _____
JOELLE GALLAGHER, Chair
Board of Supervisors

"COUNTY"

<p>APPROVED AS TO FORM Office of County Counsel</p> <p>By: <u>Jason M. Dooley</u> Deputy County Counsel</p> <p>Date: <u>January 29, 2024</u></p>	<p>APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS</p> <p>Date: _____ Processed By: _____ Deputy Clerk of the Board</p>	<p>ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors</p> <p>By: _____</p>
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EXHIBIT "A-7"

SCOPE OF WORK

No custodial services shall be provided on the Napa County observed holidays below:

New Year's Day	Memorial Day	Veterans Day
Martin Luther King, Jr. Day	Juneteenth	Thanksgiving Day
President's Day	Independence Day	Day after Thanksgiving
Cesar Chavez's Birthday	Labor Day	Day before Christmas Day
		Christmas Day

I. AMERICAN CANYON BRANCH LIBRARY

a. SCHEDULE OF SERVICES

CONTRACTOR shall arrange to provide COUNTY with six (6) custodial service days per week at the American Canyon Branch Library while the Branch Library is closed to the public. "Custodial service days" are defined as the period between daily hours of operation for the purposes of this Agreement. Library hours of operation may vary.

Each Day of Service:

- Vacuum all carpeted areas
- Clean and disinfect bathrooms, including toilets, floors, sinks, dispensers, doorknobs and mirrors
- Restock paper towel dispensers, toilet paper dispensers, toilet seat protectors, trash can liners and hand soap as needed
- Empty all trash
- Sweep laminate/tile floors (spot check for spills and clean as necessary)
- Clean front door glass

Once (1) Per Week:

- Mop laminate/tile floors
- Dust equipment, tabletops and shelves

b. ANNUAL AND BIENNIAL SERVICES

CONTRACTOR shall provide the following specialized services within the Branch Library in coordination with the Library staff:

Once (1) per year:

- Professionally clean all exterior windows inside and outside, including outside of skylight window
- Deep clean hard floors in the kitchen, hallway and both restrooms
- Power wash the main entrance, the back entrance, and the walkway from the side entrance, where the book drop box is, to the patio. While power washing, divert and/or reclaim any water runoff, keeping it from entering storm drains and flowing into the creeks and rivers.
 - Power washing does not include city street sidewalks.

- Power washing shall comply with California Stormwater Quality Association's (CASQA) best management practices (BMP) for mobile washers.
- Perform high dusting and remove cobwebs from the air vents, lights, ledges, pipes & ducts.

Twice (2) per year:

- Deep clean all carpeted areas
- Vacuum and mop all Vinyl floor areas
- Remove the cobwebs on the walls, windows, and eaves of the exterior of the library.

II. CALISTOGA BRANCH LIBRARY

a. SCHEDULE OF SERVICES

CONTRACTOR shall arrange to provide COUNTY with six (6) custodial service days per week at the Calistoga Branch Library while the Branch Library is closed to the public. "Custodial service days" are defined as the period between daily hours of operation for the purposes of this Agreement. Library hours of operation may vary.

Each Day of Service:

- Vacuum all carpeted areas
- Clean and disinfect bathrooms, including toilets, floors, sinks, dispensers, doorknobs and mirrors
- Restock paper towel dispensers, toilet paper dispensers, toilet seat protectors, trash can liners and hand soap as needed
- Empty all trash
- Damp-dust mop all hardwood floors (spot check for spills and clean as needed)
- Dust and remove cobwebs
- Sweep front entry
- Clean inside of windows as needed

b. ANNUAL AND BIENNIAL SERVICES

CONTRACTOR shall provide the following specialized services within the Branch Library in coordination with the Library staff:

Once (1) per fiscal year:

- Power wash the walkways in front of the library, the 2 stairways, the ramp, and the ramp retaining wall. While power washing, divert and/or reclaim any water runoff, keeping it from entering storm drains and flowing into the creeks and rivers.
 - Power washing does not include city street sidewalks.
 - Power washing shall comply with California Stormwater Quality Association's (CASQA) best management practices (BMP) for mobile washers.
- Deep clean all the hard floors.

- Strip and wax the breakroom floor.
- Perform high dusting and remove cobwebs from the air vents, lights, ledges, pipes & ducts.
- Clean the exterior windows and frames, inside and out, and remove cobwebs around them.

Twice (2) per fiscal year:

- Deep clean carpet in children's area.
- Remove the cobwebs on the walls, windows, and eaves of the exterior of the library.

III. NAPA COUNTY ROADS DEPARTMENT

a. SCHEDULE OF SERVICES

CONTRACTOR shall arrange to provide COUNTY with custodial service on Monday and Thursday each week at the County Roads Department located at 7292 Silverado Trail, Yountville, CA.

Each Day of Service:

Restrooms:

- Empty trash receptacles
- Clean and disinfect toilets
- Clean and disinfect sinks
- Clean and disinfect all fixtures, cabinets and dispensers
- Clean mirrors
- Clean walls, doors, door frames of dirt, smudges, water marks, and finger prints
- Clean, sweep, mop, and disinfect floor
- Refill all paper and soap dispensers
- Clean ceiling, walls, window frames, and corners of spider webs

Offices:

- Empty all trash receptacles
- Sweep and mop all hard surface floors
- Clean and vacuum carpet areas, removing large debris
- Clean walls, doors, door frames of dirt, smudges, and finger prints
- Clean and dust light fixtures, baseboards/moldings, electrical outlets, window sills, door sills and door frames. Dust furniture
- Dust blinds
- Clean ceiling, walls, window frames, and corners of spider webs

Kitchen Area:

- Clean and sweep all hard surface floors
- Clean and disinfect counter top
- Clean and disinfect kitchen sink
- Empty trash receptacle

- Clean ceiling, walls, window frames, and corners of spider webs

Hallway Area:

- Sweep and mop hard surface floor
- Clean ceiling, walls, window frames, and corners of spider webs

Conference Room Area:

- Sweep and mop all hard surface floors
- Clean walls, doors, door frames of dirt, smudges, and finger prints
- Clean and dust light fixtures, baseboards/moldings, electrical outlets, window sills, door sills and door frames. Dust furniture
- Dust blinds
- Clean ceiling, walls, window frames, and corners of spider webs

Locker Room Area:

- Sweep and mop hard surface floor(s)
- Empty trash receptacles
- Dust top of lockers
- Clean ceiling, walls, window frames, and corners of spider webs

b. ANNUAL AND BIENNIAL SERVICES

CONTRACTOR shall provide the following specialized services in coordination with the County Roads Dept. staff:

Once (1) per fiscal year:

- Floors – strip and wax

Twice (2) per fiscal year:

- Clean windows

IV. WEIGHTS & MEASURES DEPARTMENT

a. SCHEDULE OF SERVICES

CONTRACTOR shall arrange to provide COUNTY with custodial service on Thursday each week at Weights & Measures Department located at 7292 Silverado Trail, Yountville, CA.

Each Day of Service:

Restrooms:

- Empty trash receptacles
- Clean and disinfect toilets
- Clean and disinfect sinks
- Clean and disinfect all fixtures, cabinets and dispensers
- Clean mirrors

- Clean walls, doors, door frames of dirt, smudges, water marks, and finger prints
- Clean, sweep, mop, and disinfect floor
- Refill all paper and soap dispensers
- Clean ceiling, walls, window frames, and corners of spider webs

Offices:

- Empty all trash receptacles
- Clean and sweep all hard surface floors
- Clean and vacuum carpet areas, removing large debris
- Clean and sweep all floor mats and rug runners
- Clean walls, doors, door frames of dirt, smudges, and finger prints
- Clean and dust light fixtures, baseboards/moldings, electrical outlets, window sills, door sills and door frames. Dust furniture
- Dust blinds
- Clean ceiling, walls, window frames, and corners of spider webs

Kitchen Area:

- Clean and sweep all hard surface floors
- Clean and disinfect counter top
- Clean and disinfect kitchen sink
- Empty trash receptacle
- Clean ceiling, walls, window frames, and corners of spider webs

b. BIENNIAL SERVICES

CONTRACTOR shall provide the following specialized services twice (2) per fiscal year in coordination with Weights & Measures Dept. staff:

- Clean Windows

V. SOUTH NAPA HOMELESS SHELTER

a. SCHEDULE OF SERVICES

CONTRACTOR shall arrange to provide COUNTY with custodial service on Monday and Thursday each week between 9am – 3pm at South Napa Homeless Shelter located at 100 Hartle Court, Napa, CA.

Each Day of Service:

Clean restrooms:

- Sweep, scrub, and disinfect restroom floor
- Clean and disinfect restroom entrance door and door handles
- Clean and disinfect restroom stall partitions
- Clean and disinfect toilets and urinals
- Clean and disinfect sinks
- Clean and disinfect showers

- Refill paper towel dispensers, seat liners, and toilet paper holders as needed
- Refill seat covers
- Clean mirrors with glass cleaner
- In women's restroom change paper liner in sanitary napkin receptacle
- Refill soap dispensers
- Empty trash and replace liners
- Clean ceilings, vents, window frames, spider webs and other debris
- Clean and disinfect walls and light switches

Kitchen:

- Sweep, scrub, and disinfect floors
- Scrub, cabinets, sink and splash wall
- Clean and disinfect appliances
- Clean and disinfect counter tops
- Light dusting
- Wipe down walls and light switches

Office and meeting space:

- Wipe surfaces- desks, cabinets, etc.
- Wipe down walls and light switches
- Empty trash and replace liners
- Dust, sweep, mop, and vacuum
- Clean windows
- Spot clean furniture when needed

Hallways:

- Sweep, scrub, and disinfect floors
- Clean ceilings, walls, windows, window frames, and light switches
- Dust corners for spider webs
- Spot clean furniture when needed

Floors:

- The VCT tile floors in entries, corridors, living spaces, common area and dining and or kitchen shall be swept, mopped and disinfected.
- Clean and dust baseboards/ moldings
- Vacuuming carpet in all rooms, spot clean as needed

Dorm Area (clean between dorm closing hours: 8 am – 4 pm):

- Wipe surfaces- desks, cabinets, etc.
- Wipe down walls and light switches
- Empty trash and replace liners
- Dust, sweep, mop, and vacuum floors and crevices
- Clean windows

b. BIANNUAL SERVICES (Start of contract, then 6 months thereafter.)

CONTRACTOR shall provide the following specialized services twice (2) per fiscal year in coordination with South Napa Shelter staff:

- High Dust
Note: the building has high open ceilings, use appropriate ladder safety when using ladders
 - Vents
 - Exposed pipes/ducting
 - Ledges
 - Cobwebs
- Carpet extraction in all rooms
- Strip & Wax Floors (all floors including Clinic Ole offices)
- Window cleaning (inside/outside)

Kitchen:

- Strip and wax floors
- Deep clean baseboards and trim
- Scrub kitchen appliances
- Deep clean counter tops, sinks, and storage below
- Clean walls and splash wall

VI. NAPA COUNTY HEALTH & HUMAN SERVICES AGENCY

a. SCHEDULE OF SERVICES

CONTRACTOR shall arrange to provide COUNTY with two (2) custodial service days per week at Health and Human Services Agency American Canyon City Hall Satellite Offices staff at 4381 Broadway Suites 100, 101 & 108, American Canyon, CA.

Suite 100

Twice (2) per week:

- Vacuum carpets (move chairs in lobby)
- Dust and remove spider webs
- Empty trash and recycling
- Mop floors
- Wipe down counters

Suite 101

Twice (2) per week:

- Vacuum carpets (move chairs in lobby)
- Dust and remove spider webs
- Empty trash and recycling
- Mop floors
- Wipe down counters

Suite 108

Twice (2) per week:

- Vacuum carpets (move chairs in lobby)
- Dust and remove spider webs
- Empty trash and recycling

- Mop floors
- Wipe down counters
- Refill supplies in breakroom

b. BIANNUAL SERVICES

CONTRACTOR shall provide the following specialized services twice per fiscal year on the start of contract, then 6 months thereafter in coordination with the Health & Human Services staff:

- Carpet extraction in all rooms
- Strip and wax floors in kitchen
- Clean windows (inside only)
- Clean lobby door glass (inside and outside)

VII. NAPA COUNTY RECORDS CENTER

a. SCHEDULE OF SERVICES

CONTRACTOR shall arrange to provide COUNTY with three (3) custodial service days per week at 994 Kaiser Road, Napa, CA 94558

Office & Mail Room:

- Remove fingermarks from entrance door glass (in & out)
- Empty trash receptacles
- Replace trash receptacle line

Twice (2) per week maintenance:

- Vacuum carpets thoroughly- Spot vacuum throughout the week as necessary
- Wipe down and sanitize counters, tables and desktops (if cleared off)
- Keep 2-3 rolls of toilet paper in the bathrooms

Once (1) per month:

- Detail dust all window sills – office and mail room
- Dust webs around EXIT sign at the front door

Biannual - Once (1) every six months:

- Clean windows – inside and out

Restrooms (2), Office Area and through warehouse door

- Clean and disinfect sinks and toilets
- Clean and disinfect fixtures, cabinets, and dispensers
- Clean and disinfect mirrors
- Remove fingermarks and spots from walls
- Clean and polish all bright work such as exposed piping and faucets
- Sweep and disinfect restroom floors
- Replenish supplies in dispensers

Once (1) per week maintenance:

- Dust around mail equipment
- Mop entrance

Archives Room (Historical Records) and Warehouse:

Once (1) per week maintenance:

- Sweep all cement floors

Warehouse, including break area:

- Clean and disinfect sink and counter top and dish drain. (Records Center staff will have dishes cleared out for you)
- Empty trash and recycle receptacles (from under table middle aisle and by the sink)
- Remove leaves from cement floor
- Damp wipe microwave, interior and exterior

Archives Room (Historical Records) and Warehouse:

Once (1) per month:

- Damp mop all cement floors

b. ANNUAL AND BIENNIAL SERVICES

CONTRACTOR shall provide the following specialized services in coordination with the Napa County Records staff:

Archives Room & Warehouse and Office:

Once (1) per year maintenance:

- Vacuum and shampoo office area carpets
- Strip and Wax VCT tile floors in the restrooms and small entrance area

Twice (2) per year maintenance:

- Vacuum all boxes
- Dust light fixtures
- High dusting of webs
- Vacuum dirt from ceiling
- Clean roll-up warehouse doors - two (2)

Note: Replenishing supplies are kept in tall wooden cabinets through warehouse door next to 2nd bathroom.

VIII. 3281 SOLANO AVE, NAPA, CA

a. BIENNIAL SERVICES

CONTRACTOR shall provide the following specialized services in coordination with Innovations Community Center staff twice (2) per fiscal year:

Clean restrooms:

- Sweep, scrub, and disinfect restroom floor and tile walls
- Clean and disinfect restroom entrance door and door handles
- Clean and disinfect toilets and urinals
- Clean and disinfect sinks
- Clean mirrors with glass cleaner

Kitchen:

- Strip and wax floors

Sunshine Room:

- Clean cork floors with care

Art Room:

- Strip and wax floors

Backyard Patio and Walkways:

- Pressure wash concrete

IX. THE AVENUES (3 houses)

a. ANNUAL AND BIENNIAL SERVICES

CONTRACTOR shall provide the following specialized services in coordination with Health and Human Services staff at The Avenues (3 houses) located at 2100 Napa-Vallejo Hwy:

Once (1) per fiscal year:

- Power wash all walkways, stairways, and handicap ramps. While power washing, divert and/or reclaim any water runoff, keeping it from entering storm drains and flowing into the creeks and rivers.
 - Power washing does not include city street sidewalks.
 - Power washing shall comply with California Stormwater Quality Association's (CASQA) best management practices (BMP) for mobile washers.
- Clean the exterior windows and frames, inside and out, and brush the screens.

Twice (2) per fiscal year:

- Perform general detail cleaning.
- Detail sweep and mop the floors.
- Detail vacuum any rugs.
- Wipe down walls, doors, doorways, counters and cabinets, removing spots where feasible.

- Perform high dusting and remove cobwebs from air vents, lights, ledges, pipes & ducts.
- Clean the outside of the refrigerator, range, and other large appliances.
- Clean the kitchen.
- Clean the restrooms.

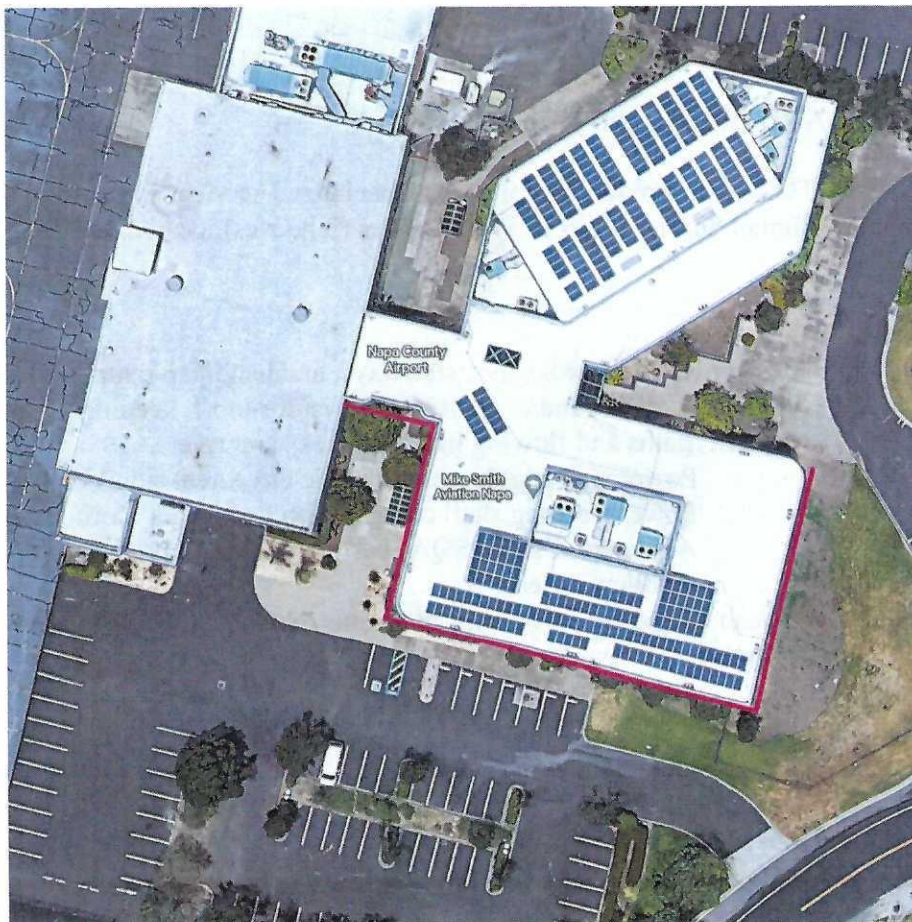
X. NAPA COUNTY AIRPORT

- a. QUARTERLY SERVICES (Start of contract, then every three months thereafter.)

CONTRACTOR shall provide COUNTY with the following specialized services four (4) times per fiscal year in coordination with Airport staff:

Window Cleaning

- Clean the 1st floor exterior windows, inside and out, on the front face of the building starting at the main entrance next to the large parking lot, then wrapping around to include the side of the building facing the street. (This does not include the windows at the side entrance area with the awning and the ones along the walls directly to the left and right of that entrance or any others beyond that point.) (See diagram below for included windows) Remove cobwebs along the walls, in and around the windows in the same area as above but also including the 2nd floor.



XI. NAPA MAIN LIBRARY

a. ANNUAL AND BIENNIAL SERVICES

CONTRACTOR shall provide the following specialized services within the Branch Library in coordination with the Library staff:

Once (1) per fiscal year:

- Power wash all walkways, stairways, ramps, and ramp retaining walls as well as the patio. While power washing, divert and/or reclaim any water runoff, keeping it from entering storm drains and flowing into the creeks and rivers.
 - Power washing does not include city street sidewalks.
 - Power washing shall comply with California Stormwater Quality Association's (CASQA) best management practices (BMP) for mobile washers.
- Deep clean and seal the tile floors in the 5 restrooms and the breakroom with tile sealer/impregnator (1st floor).
- Perform high dusting and remove cobwebs from air vents, lights, ledges, pipes & ducts (1st floor).
- Clean the outside of the exterior windows and frames and remove cobwebs around them (1st & 2nd floor).

Twice (2) per fiscal year:

- Professionally bonnet clean the carpet and plynal flooring. (1st & 2nd floor).

XII. NAPA COUNTY FIRE DEPARTMENT OFFICE

a. SCHEDULE OF SERVICES

CONTRACTOR shall arrange to provide COUNTY with two (2) custodial service days per week in coordination with Napa County Fire Department staff at the Fire Department office located at 951 California Boulevard, Napa.

Twice (2) per week:

Office Areas:

- Empty all trash receptacles
- Vacuum any carpets or rugs
- Dust desks, office furniture, picture frames ledges and blinds
- Clean and disinfect the conference room table
- Sweep all hard surface floors
- Mop all hard surface floors (Weekly)
- Spot clean walls, doors, door frames of dirt, smudges, and fingerprints. (As needed)
- Remove any spiderwebs (As needed)

Kitchen Area:

- Sweep and mop all hard surface floors
- Clean counter top
- Clean kitchen sink
- Empty trash receptacle
- Remove any spiderwebs

Restrooms:

- Empty trash receptacles
- Clean and disinfect toilets
- Clean and disinfect sinks
- Clean and disinfect all fixtures, cabinets and dispensers
- Clean mirrors
- Clean, sweep, mop, and disinfect floor
- Refill all paper and soap dispensers
- Spot clean walls, doors, door frames of dirt, smudges, and finger prints (As needed)
- Remove any spiderwebs (As needed)

b. ANNUAL SERVICES – Beginning Fiscal Year 24/25

CONTRACTOR shall provide the following specialized services once per fiscal year in coordination with Napa County Fire Department staff at the Fire Department office located at 951 California Boulevard, Napa:

- Annual window cleaning, high and detail dusting, and cobweb removal*
- Annual deep cleaning and scrubbing of the hard floors in office area restrooms, and breakroom

*The windows cleaning above does not include acid washing and removing hard water stains.

EXHIBIT "B-7"

COMPENSATION FOR PROFESSIONAL SERVICES AND SUPPLIES

RATES JULY 1, 2019 – JUNE 30, 2020

I. AMERICAN CANYON BRANCH LIBRARY

SERVICES	RATE	ANNUAL COST
Regular weekly service (5 days)	\$965 once per month	\$11,580
Annual services	\$580 once per year	\$580
Biannual services	\$370 twice per year	\$740
Paper supplies, trash liners and hand soap	When provided	Not to exceed \$2,000

II. CALISTOGA BRANCH LIBRARY

SERVICES	RATE	ANNUAL COST
Regular weekly service (4 days)	\$570 once per month	\$6,840
Biannual services	\$300 twice per year	\$600
Paper supplies, trash liners and hand soap	When provided	Not to exceed \$2,000

III. NAPA COUNTY ROADS DEPARTMENT

SERVICES	RATE	ANNUAL COST
Regular weekly service (2 days)	\$575 once per month	\$6,900
Annual services	\$475 once per year	\$475
Biannual services	\$150 twice per year	\$300
Paper products and hand soap	When provided	Not to exceed \$945

IV. WEIGHTS & MEASURERS DEPARTMENT

SERVICES	RATE	ANNUAL COST
Regular weekly service (1 day)	\$115 once per month	\$1,380
Biannual services	\$50 twice per year	\$100
Paper products and hand soap	When provided	Not to exceed \$255

V. SOUTH NAPA HOMELESS SHELTER

SERVICES	RATE	ANNUAL COST
Regular weekly service (2 days)	\$1,530 once per month	\$18,360
Biannual services	\$4,480 twice per year	\$8,960
Paper products and hand soap	Provided by County	\$0.00

VI. HEALTH & HUMAN SERVICES AGENCY

SERVICES	RATE	ANNUAL COST
Regular weekly service (2 days)	\$425 once per month	\$5,100
Biannual services	\$610 twice per year	\$1,220
Paper products and hand soap	Provided by County	\$0.00

VII. NAPA COUNTY RECORDS CENTER

SERVICES	RATE	ANNUAL COST
Regular weekly service (3 days)	\$550 once per month	\$6,600
Biannual services	\$400 twice per year	\$800
Annual services	\$280 once per year	\$280
Paper products and hand soap	Provided by County	\$0.00

VIII. 3281 SOLANO AVE., NAPA, CA

SERVICES	RATE	ANNUAL COST
Biannual services	\$1,475 twice per year	\$2,950
Paper products and hand soap	Provided by County	\$0.00

NON-ROUTINE SERVICES

COUNTY may request non-routine custodial services, through its Director of Public Works or designee not to exceed seven thousand five hundred dollars (\$7,500) annually.

CONTRACTOR SUPPLY PRICE LIST

43513 Multifold Paper Towels (4000/cs).....	\$36.83
21724 Toilet Tissue (80 rolls/cs).....	\$65.74
Rollmaster Toilet Tissue (48 rolls/cs).....	\$104.48
Toilet Seat Covers (5000/cs).....	\$62.00
10110 Roll Towels.....	\$83.44
Max 2000 Roll Towels.....	\$102.40
40 x 48 Liners (100/cs).....	\$25.40
30 x 37 Liners (250/cs).....	\$37.18
24 x 33 Liners (1000/cs).....	\$52.64
Hand Soap (1 gallon).....	\$11.68
Cucumber/Melon Foam Hand Soap (3/cs).....	\$62.48

COMPENSATION FOR PROFESSIONAL SERVICES AND SUPPLIES

RATES JULY 1, 2020 – JUNE 30, 2022

I. AMERICAN CANYON BRANCH LIBRARY

SERVICES	RATE	ANNUAL COST
Regular weekly service (5 days)	\$1,250 once per month	\$15,000
Annual services	\$580 once per year	\$580
Biannual services	\$370 twice per year	\$740
Paper supplies, trash liners and hand soap	When provided	Not to exceed \$2,100

II. CALISTOGA BRANCH LIBRARY

SERVICES	RATE	ANNUAL COST
Regular weekly service (5 days)	\$780 once per month	\$9,360
Biannual services	\$300 twice per year	\$600
Paper supplies, trash liners and hand soap	When provided	Not to exceed \$2,050

III. NAPA COUNTY ROADS DEPARTMENT

SERVICES	RATE	ANNUAL COST
Regular weekly service (2 days)	\$620 once per month	\$7,440
Annual services	\$475 once per year	\$475
Biannual services	\$160 twice per year	\$320
Paper products and hand soap	When provided	Not to exceed \$1,095

IV. WEIGHTS & MEASURERS DEPARTMENT

SERVICES	RATE	ANNUAL COST
Regular weekly service (1 day)	\$125 once per month	\$1,500
Biannual services	\$55 twice per year	\$110
Paper products and hand soap	When provided	Not to exceed \$255

V. SOUTH NAPA HOMELESS SHELTER

SERVICES	RATE	ANNUAL COST
Regular weekly service (2 days)	\$1,650 once per month	\$19,800
Biannual services	\$4,480 twice per year	\$8,960
Paper products and hand soap	Provided by County	\$0.00

VI. HEALTH & HUMAN SERVICES AGENCY

SERVICES	RATE	ANNUAL COST
Regular weekly service (2 days)	\$460 once per month	\$5,520
Biannual services	\$630 twice per year	\$1,260
Paper products and hand soap	Provided by County	\$0.00

VII. NAPA COUNTY RECORDS CENTER

SERVICES	RATE	ANNUAL COST
Regular weekly service (3 days)	\$610 once per month	\$7,320
Biannual services	\$460 twice per year	\$920
Annual services	\$280 once per year	\$280
Paper products and hand soap	Provided by County	\$0.00

VIII. 3281 SOLANO AVE., NAPA, CA

SERVICES	RATE	ANNUAL COST
Biannual services	\$1,375 twice per year	\$2,750
Paper products and hand soap	Provided by County	\$0.00

NON-ROUTINE SERVICES

COUNTY may request non-routine custodial services, through its Director of Public Works or designee not to exceed seven thousand five hundred dollars (\$7,500) annually.

CONTRACTOR is required to notify Public Works of all non-routine service requests.

CONTRACTOR SUPPLY PRICE LIST

43513 Multifold Paper Towels (4000/cs).....	\$40.51
21724 Toilet Tissue (80 rolls/cs).....	\$73.31
Rollmaster Toilet Tissue (48 rolls/cs).....	\$114.93
Toilet Seat Covers (5000/cs).....	\$68.20
10110 Roll Towels.....	\$83.44
Max 2000 Roll Towels.....	\$91.78
40 x 48 Liners (100/cs).....	\$27.94
30 x 37 Liners (250/cs).....	\$40.90
24 x 33 Liners (1000/cs).....	\$57.90
Hand Soap (1 gallon).....	\$12.85
Cucumber/Melon Foam Hand Soap (3/cs).....	\$68.73

COMPENSATION FOR PROFESSIONAL SERVICES AND SUPPLIES

RATES JULY 1, 2022 – JUNE 30, 2023

I. AMERICAN CANYON BRANCH LIBRARY

SERVICES	RATE	ANNUAL COST
Regular weekly service (6 days)	\$1,250 once per month	\$15,000
Annual services	\$580 once per year	\$580
Biannual services	\$370 twice per year	\$740
Paper supplies, trash liners and hand soap	When provided	Not to exceed \$2,100

II. CALISTOGA BRANCH LIBRARY

SERVICES	RATE	ANNUAL COST
Regular weekly service (6 days)	\$1,120 once per month	\$13,440
Biannual services	\$300 twice per year	\$600
Paper supplies, trash liners and hand soap	When provided	Not to exceed \$2,050

III. NAPA COUNTY ROADS DEPARTMENT

SERVICES	RATE	ANNUAL COST
Regular weekly service (2 days)	\$620 once per month	\$7,440
Annual services	\$475 once per year	\$475
Biannual services	\$160 twice per year	\$320
Paper products and hand soap	When provided	Not to exceed \$1,500

IV. WEIGHTS & MEASURERS DEPARTMENT

SERVICES	RATE	ANNUAL COST
Regular weekly service (1 day)	\$125 once per month	\$1,500
Biannual services	\$55 twice per year	\$110
Paper products and hand soap	When provided	Not to exceed \$255

V. SOUTH NAPA HOMELESS SHELTER

SERVICES	RATE	ANNUAL COST
Regular weekly service (2 days)	\$1,650 once per month	\$19,800
Biannual services	\$4,480 twice per year	\$8,960
Paper products and hand soap	Provided by County	\$0.00

VI. HEALTH & HUMAN SERVICES AGENCY

SERVICES	RATE	ANNUAL COST
Regular weekly service (2 days)	\$460 once per month	\$5,520
Biannual services	\$630 twice per year	\$1,260
Paper products and hand soap	Provided by County	Not to exceed \$200

VII. NAPA COUNTY RECORDS CENTER

SERVICES	RATE	ANNUAL COST
Regular weekly service (3 days)	\$680 once per month	\$8,160
Biannual services	\$550 twice per year	\$1,100
Annual services	\$280 once per year	\$280
Paper products and hand soap	Provided by County	\$0.00

VIII. 3281 SOLANO AVE., NAPA, CA

SERVICES	RATE	ANNUAL COST
Biannual services	\$1,375 twice per year	\$2,750
Paper products and hand soap	Provided by County	\$0.00

NON-ROUTINE SERVICES

COUNTY may request non-routine custodial services, through its Director of Public Works or designee not to exceed seven thousand five hundred dollars (\$7,500) annually.

CONTRACTOR is required to notify Public Works of all non-routine service requests.

CONTRACTOR SUPPLY PRICE LIST

43513 Multifold Paper Towels (4000/cs).....	\$40.51
21724 Toilet Tissue (80 rolls/cs).....	\$73.31
Rollmaster Toilet Tissue (48 rolls/cs).....	\$114.93
Toilet Seat Covers (5000/cs).....	\$68.20
10110 Roll Towels.....	\$83.44
Max 2000 Roll Towels.....	\$91.78
40 x 48 Liners (100/cs).....	\$27.94
30 x 37 Liners (250/cs).....	\$40.90
24 x 33 Liners (1000/cs).....	\$57.90
Hand Soap (1 gallon).....	\$12.85
Cucumber/Melon Foam Hand Soap (3/cs).....	\$68.73

COMPENSATION FOR PROFESSIONAL SERVICES AND SUPPLIES

RATES JULY 1, 2023 – JUNE 30, 2025

I. AMERICAN CANYON BRANCH LIBRARY

SERVICES	RATE	ANNUAL COST
Regular weekly service (6 days)	\$1,315 once per month	\$15,780
Annual services	\$1,590 once per year	\$1,590
Biannual services	\$475 twice per year	\$950
Paper supplies, trash liners and hand soap	When provided	Not to exceed \$2,250

II. CALISTOGA BRANCH LIBRARY

SERVICES	RATE	ANNUAL COST
Regular weekly service (6 days)	\$1,190 once per month	\$14,280
Annual services	\$1,200 once per year	\$1,200
Biannual services	\$360 twice per year	\$720
Paper supplies, trash liners and hand soap	When provided	Not to exceed \$2,100

III. NAPA COUNTY ROADS DEPARTMENT

SERVICES	RATE	ANNUAL COST
Regular weekly service (2 days)	\$640 once per month	\$7,680
Annual services	\$515 once per year	\$515
Biannual services	\$170 twice per year	\$340
Paper products and hand soap	When provided	Not to exceed \$2,000

IV. WEIGHTS & MEASURERS DEPARTMENT

SERVICES	RATE	ANNUAL COST
Regular weekly service (1 day)	\$135 once per month	\$1,620
Biannual services	\$60 twice per year	\$120
Paper products and hand soap	When provided	Not to exceed \$280

V. SOUTH NAPA HOMELESS SHELTER

SERVICES	RATE	ANNUAL COST
Regular weekly service (2 days)	\$1,740 once per month	\$20,880
Biannual services	\$4,750 twice per year	\$9,500
Paper products and hand soap	Provided by County	\$0.00

VI. HEALTH & HUMAN SERVICES AGENCY

SERVICES	RATE	ANNUAL COST
Regular weekly service (2 days)	\$485 once per month	\$5,820
Biannual services	\$660 twice per year	\$1,320
Paper products and hand soap	When provided	Not to exceed \$200

VII. NAPA COUNTY RECORDS CENTER

SERVICES	RATE	ANNUAL COST
Regular weekly service (3 days)	\$715 once per month	\$8,580
Biannual services	\$580 twice per year	\$1,160
Annual services	\$300 once per year	\$300
Paper products and hand soap	Provided by County	\$0.00

VIII. 3281 SOLANO AVE., NAPA, CA

SERVICES	RATE	ANNUAL COST
Biannual services	\$1,475 twice per year	\$2,950
Paper products and hand soap	Provided by County	\$0.00

IX. THE AVENUES

SERVICES	RATE	ANNUAL COST
Annual services	\$3,130 once per year	\$3,130
Biannual services	\$1,360 twice per year	\$2,720
Paper products and hand soap	Provided by County	\$0.00

X. NAPA COUNTY AIRPORT

SERVICES	RATE	ANNUAL COST
Quarterly services	\$695 four times per year	\$2,780
Paper products and hand soap	Provided by County	\$0.00

XI. NAPA MAIN LIBRARY

SERVICES	RATE	ANNUAL COST
Annual services	\$6,930 once per year	\$6,930
Biannual services	\$1,100 twice per year	\$2,200
Paper products and hand soap	Provided by County	\$0.00

XII. NAPA COUNTY FIRE DEPARTMENT OFFICE

SERVICES	RATE	ANNUAL COST
Regular weekly service (2 days)	\$880 once per month	\$10,560
Annual services – Beginning FY 24/25	\$1,090 once per year	\$1,090
Paper products and hand soap	Provided by County	\$0.00

NON-ROUTINE SERVICES

COUNTY may request non-routine custodial services, through its Director of Public Works or designee not to exceed fifteen thousand dollars (\$15,000) annually.

County Airport location may request non-routine custodial services, separate from COUNTY non-routine requests listed above through the Director of Public Works or designee not to exceed seven thousand dollars (\$7,000) annually.

CONTRACTOR is required to notify Public Works of all non-routine service requests.

CONTRACTOR SUPPLY PRICE LIST

43513 Multifold Paper Towels (4000/cs).....	\$42.50
21724 Toilet Tissue (80 rolls/cs).....	\$76.30
Rollmaster Toilet Tissue (48 rolls/cs).....	\$117.50
Toilet Seat Covers (5000/cs).....	\$71.00
10110 Roll Towels.....	\$87.00
Max 2000 Roll Towels.....	\$95.00
40 x 48 Liners (100/cs).....	\$29.50
30 x 37 Liners (250/cs).....	\$43.00
24 x 33 Liners (1000/cs).....	\$60.50
Hand Soap (1 gallon).....	\$13.50
Cucumber/Melon Foam Hand Soap (3/cs).....	\$71.50

