

**THIRD AMENDMENT TO STANDARD CONTRACT  
BETWEEN THE WORKFORCE DEVELOPMENT BOARD OF SOLANO COUNTY AND QUALI-SERV  
JANITORIAL**

This Third Amendment ("Third Amendment") is entered into as of the first day of April 2020, between the WORKFORCE DEVELOPMENT BOARD OF SOLANO COUNTY ("WDB") and QUALI-SERV JANITORIAL ("Contractor").

1. Recitals

A. The parties entered into a contract dated April 1, 2017 (the "Contract"), in which Contractor agreed to provide janitorial, maintenance, and facilities support services to the WDB's Fairfield and Vallejo offices through March 31, 2018. This contract was amended on April 1, 2018 to extend the contract through March 31, 2019. A second contract amendment to the Contract was entered into April 1, 2019 to extend the contract through March 31, 2020 and to extend services to 500 Chadbourne Road, Fairfield starting June 1, 2019 and terminate services at 320 Campus Lane on June 30, 2019.

B. This Third and final Amendment represents an additional three-month adjustment of the Contract to continue janitorial, maintenance and facilities support services through June 30, 2020.

C. The parties agree to amend the Contract as set forth below.

2. Service Agreement

A. Term of Contract

Section 2 is deleted in its entirety and replaced with:

April 1, 2017 through June 30, 2020

B. Budget

Section 3 is deleted in its entirety and replaced with:

The maximum amount of this Third Amendment Contract is: **\$163, 670.00** (**\$50,362** from the Original contract, **\$50,362** for the First Amendment, **\$50,362** for the Second contract Amendment, and **\$12,584** for the Third contract Amendment)

3. Scope of Work

Section 2 (Service Activities)

Section 2 has been modified as follows:

Facility Support Services

Deleted the max and hourly requirements and replaced with total hours:

The maximum hours for facility support services total 90 hours.

Maintenance Services

Deleted the max and hourly requirements and replaced with total hours:

The maximum hours for facility support services total 10 hours.

### Janitorial Services

Deleted the max and hourly requirements and replaced with total hours:

The maximum hours for facility support services total 90 hours.

#### 4. Contracted Service Details (Attachment A.1)

The following language has been deleted from the Contracted Service Details:

Beginning June 1, 2019 all contracted services will be required at 320 Campuls Lane, Fairfield and the WDB's new location 500 Chadbourne Road, Fairfield; services will end at 320 Campus Lane location on June 30, 2019

Location has been modified as follows:

500 Chadbourne Road, Suite A Fairfield

### **Janitorial Services**

#### Daily Duties:

The following has been added to Janitorial Services under the section "Daily Duties":

Inspect & clean all entrances

Sanitize door handles, light switches, tables in all public areas including all computer keyboards & mouse

The following has been deleted from Janitorial Services under the section "Daily Duties":

Sweep back entrance and Administration Entrance outside

Pick up debris and empty ash trays outside front and rear perimeter of building

Reset T-Stats and Computer settings

#### Twice Weekly

The following has been added to Janitorial Services under the section "Twice Weekly":

Pick up & empty all employee trash

Empty ash trays at side entrances of building

The following has been deleted from Janitorial Services under the section "Twice Weekly":

Empty all employee trash and pick up trash/empty ash trays at back perimeter of building

#### Weekly

The following has been deleted from Janitorial Services under the section "Weekly":

Pick up debris in and around dumpster area

#### Monthly

The following has been modified to Janitorial Services under the section "Monthly":

Clean interior/exterior of all kitchen appliances including microwave ovens and toaster oven

Annually

The following has been modified from Janitorial Services under the section "Annually":

Thoroughly clean the interior of refrigerators

**Maintenance Services**

The following has been removed from "Semi-Annually" section and added to "As Needed – Work Orders Required for Non-Routine Tasks" section under the Maintenance Services:

Inspect for proper operation of smoke detectors, emergency lights and panic system

**Facility Support Services**

As Needed – Worker Orders Required for Non-Routine Tasks

The following has been modified from Facility Support Services under the section "As Needed – Work Orders Required for Non-Routine Tasks" :

Morning/afternoon/evening hours required for physical set-up of special events and meetings, and provide any additional needed staff at 500 Chadbourne Rd. or other sites

The following has been added to Facilities Support Services under the section "As Needed" – Work Orders Required for Non-Routine Tasks":

Deliver used & empty toners to surplus once every 2-3 months

5. Project Budget Summary (Exhibit B)

A. The matrix in Exhibit B of the Second Amendment has been deleted in its entirety and replaced with:

DOCUMENTATION OF DELIVERY	DELIVERY PERIOD	FEE
Janitorial Services	April 1, 2020 – June 30, 2020	\$9,984.00. (\$26.00 per hour X 384 maximum hours)
Maintenance Services	April 1, 2020 – June 30, 2020	\$260.00. (\$26.00 per hour X 10 maximum hours)
Facilities Support	April 1, 2020 – June 30, 2020	\$2,340.00. (\$26.00 per hour X 90 maximum hours)
<b>TOTAL</b>		<b>\$12,584.00.</b>

B. Section 4 is deleted in its entirety and replaced with:

The maximum payment under the terms of this contract shall under no circumstances, exceed **\$163,670.00** for the related expenses unless this contract is modified in accordance with Section XXVI in Exhibit C, "Changes and Amendments".

Except as set forth in this Third Amendment, all other terms and conditions specified in the Contract, as previously amended, remain in full force and effect.

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Heather Henry, President/Executive Director  
Workforce Development Board of Solano  
County

  
\_\_\_\_\_  
Luis Saavedra, Owner  
Quali-Serv Janitorial

APPROVED AS TO FORM  
By   
\_\_\_\_\_  
County Counsel