

**SECOND ADDENDUM TO CONTRACT FOR SERVICES
BY INDEPENDENT CONTRACTOR**

THIS SECOND ADDENDUM is to that Contract for Services entered into on July 1, 2016 and as amended on June 18, 2019, by and between the County of Siskiyou ("County") and Harold's Cleaning ("Contractor") and is entered into on the date signed by all parties to it.

WHEREAS, the cost of services to be provided under the Contract is expected to exceed the amount provided in the Contract; and

WHEREAS, the parties desire to increase the amount of compensation payable under the Contract; and

WHEREAS, the Scope of Services, Exhibit "A", needs to be revised to reflect additional duties under the contract to include the Satellite Clinic located at 1275 S. Main Street, Yreka California.

NOW, THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

Paragraph 1 of the Contract for Services shall be amended to include the address of 1275 S. Main Street, Yreka California.

Paragraph 2 of the Contract, Services to be Performed, Exhibit "A", shall be deleted and replaced in its entirety with the new Exhibit "A", Scope of Work, attached hereto and hereby incorporated by reference.

Paragraph 4 of the Contract, Compensation, shall be amended to add an additional One Thousand Seven Hundred Fifty and no/100 dollars (\$1,750.00) to increase the compensation payable under the Contract to an amount not to exceed One Hundred Forty Three Thousand Nine Hundred Fifty and no/100 dollars (\$143,950.00). Compensation shall be paid in a not-to-exceed amount annually of Twenty Seven Thousand and no/100 dollars (\$27,000.00) for FY 19/20, of Twenty Seven Thousand and no/100 dollars (\$27,000.00) for FY 20/21, and of Twenty Eight Thousand Seven Hundred Fifty and no/100 dollars (\$28,750.00) for FY 21/22.

All other terms and conditions of the Contract for Services shall remain in full force and effect.

IN WITNESS WHEREOF, County and Contractor have executed this Second Addendum on the dates set forth below, each signatory represents that he/she has the authority to execute this agreement and to bind the Party on whose behalf his/her execution is made.

COUNTY OF SISKIYOU

Date: _____

Brandon A. Criss, CHAIR
Board of Supervisors
County of Siskiyou
State of California

ATTEST:
LAURA BYNUM
Clerk, Board of Supervisors

By: _____
Deputy

CONTRACTOR: Harold's Cleaning

Date

Harold McFall, Owner

License No.: _____
(Licensed in accordance with an act providing for the registration of contractors)

Note to Contractor: For corporations, the contract must be signed by two officers. The first signature must be that of the chairman of the board, president or vice-president; the second signature must be that of the secretary, assistant secretary, chief financial officer or assistant treasurer. (Civ. Code, Sec. 1189 & 1190 and Corps. Code, Sec. 313.)

TAXPAYER I.D. On file

ACCOUNTING:

FUND ORGANIZATION ACCOUNT ACTIVITY CODE (If applicable)

FUND	ORG	ACCOUNT	AMOUNT
2121	401015	714000	\$ 9,735.11
2114	401014	714000	\$ 1,786.55
1001	206020	714000	\$ 1,246.33
1001	207080	714000	\$ 6,843.66
1001	207020	714000	\$ 788.35
2121	401090	714000	\$ 6,600.00
2162	401015	726000	\$ 1,750.00
			\$28,750.00

Encumbrance number (if applicable) Current Encumbrance: **E1900180**

If not to exceed, include amount not to exceed:

NTE \$27,000 FY 19/20

NTE \$27,000 FY 20/21

NTE \$28,750 FY 21/22

Total Contract NTE: \$143,950

If needed for multi-year contracts, please include separate sheet with financial information for each fiscal year.

EXHIBIT A
SCOPE OF WORK
FOR
JANITORIAL SERVICES
AT
700 Suite 1, 804-810 and 1275 S. MAIN ST

A. Siskiyou County's Public Health Division, Office of Emergency Services, and the Community Development Department (County) require the following minimum services from its janitorial contractor for offices at 700, Suite 1, 804-810 and 1275 South Main St. Yreka CA. Services shall be performed as described herein Monday through Friday beginning after 5:30 pm and ending before 7:00 am unless otherwise approved by the County:

1. **DAILY:**

- Empty all garbage and trash containers and dispose of in appropriate receptacles
- Vacuum/sweep all entry & hallways, including rugs
- Thoroughly clean and disinfect restrooms
- Mop bathroom, kitchen and entry ways
- Disinfect public entry counter
- Replenish restroom supplies – supplies must be checked everyday
- Clean glass entry doors and disinfect doorknobs
- Kitchen countertops and kitchen sinks
- Turn off all lights except those designated by the County as security lighting before leaving
- Set building alarm and lock building upon leaving

2. **TWICE PER WEEK:**

- Vacuum all office carpeted areas and furniture
- Wipe/disinfect washable furniture

3. **WEEKLY:**

- Remove cobwebs, dust shelving, bookcases, filing cabinets (including the top), window sills and A/C units, sweep stairs

4. **SEMI-ANNUALLY:**

- Starting July 1 and again Jan 1
 - Clean inside windows
 - Dust window blinds
 - Shampoo carpets throughout building including entry rugs

5. **ANNUALLY:**

Starting July 1

- Strip and wax vinyl floors including but not limited to bathrooms, kitchen, entry ways and hallways
- Dust baseboards

6. **AS NEEDED:**

- Shredded paper and recyclables (cardboard/paper) disposed of in appropriate receptacles
- Clean trash receptacles
- Spot clean carpet, doors & woodwork
- Clean interior glass when visibly dirty
- Wash walls and baseboards
- Keep janitorial closets clean
- Spot clean entry rugs

- B. County shall provide all restroom products.
- C. Contractor shall also be responsible for reporting any building issues, mishaps, damage (water leaks, electrical problems, broken appliances, etc.) to the County the next business day upon becoming aware of such issues whether or not caused by janitorial staff.
Contractor shall not enter or be responsible for cleaning the telecommunications and computer server room.
- D. For the purposes of this Scope of Work, the term County Contact herein shall mean the contractor's primary County staff contact, and is herein defined as Joy Hall or Dawn Walton. The County may replace the defined County Contact at any time at its discretion.
- E. The contractor shall not be responsible for cleaning dishes, inside the microwave, inside refrigerators, or individual desks.
- F. The timing to begin the work defined herein and the scheduling of said work shall begin upon the effective date of the contract between the County and contractor. Each task defined under Section A to be performed SEMI ANNUALLY and ANNUALLY shall be performed within 5 days after the effective date of said contract unless specifically called out in that section. The Contractor is solely responsible for tracking the frequency, scheduling, and timing of the defined tasks and upon request of the County provide the specific information as to when such tasks were last performed and the next scheduled date(s) to be performed.

G. Should the County determine that the tasks defined herein are not being performed to the County's satisfaction: the County may notify the contractor as to the substandard performance and detail the expected corrective measures at its discretion. The County may terminate said contract upon written notification to the Contractor of such termination and the effective date at its discretion.