

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

THIS THIRD ADDENDUM is to that Contract for Services entered into on July 1, 2016, by and between the County of Siskiyou ("County") and Harold's Cleaning ("Contractor") and is entered into on the date when it has been both approved by the Board and signed by all other parties to it.

WHEREAS, the Contract will expire on June 30, 2022 and services continue to be required after that date; and

WHEREAS, the parties desire to extend the term of the Contract;

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.

WHEREAS, the Scope of Services, Exhibit "A", needs to be revised to reflect additional duties under the contract to include the office space located at 1275 S. Main Street, building "B" and "C", 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, building "B" and "C", 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 Hundred Eleven Thousand Six Hundred and no/100 dollars (\$111,600.00), to increase the compensation payable under the Contract to an amount not to exceed Two Hundred Fifty Five Thousand Five Hundred and Fifty and no/100 dollars (\$255,550.00). Compensation shall be paid in a not-to-exceed amount annually of Thirty Seven Thousand Two Hundred and no/100 dollars (\$37,200.00) for FY 22/23, of Thirty Seven Thousand Two Hundred and no/100 dollars (\$37,200.00) for FY 23/24, and of Thirty Seven Thousand Two Hundred and no/100 dollars (\$37,200.00) for FY 24/25.

Paragraph 5 of the Contract for Services shall be amended to extend the term of the contract through June 30, 2025.

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

IN WITNESS WHEREOF, County and Contractor have executed this Third 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

Date: 7/1/2022

CONTRACTOR: Harold's Cleaning
Harold Mc Fall
Harold McFall, Owner & Sole Proprietor

License No.: N/A
(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	\$10,310.24
2121	401090	714000	\$ 6,600.00
2114	401014	714000	\$ 2,339.53
1001	206020	714000	\$ 1,246.33
1001	207080	714000	\$ 6,503.90
2162	401015	714000	\$10,200.00
			\$37,200.00

Encumbrance number (If applicable): Current Encumbrance: **E2200048**

If not to exceed, include amount not to exceed:

NTE \$ 37,200.00 FY 22/23
 NTE \$ 37,200.00 FY 23/24
 NTE \$ 37,200.00 FY 24/25

Total Contract NTE: \$255,550.00

EXHIBIT A
SCOPE OF WORK
FOR
JANITORIAL SERVICES
AT

700 Suite 1, 804-810 and 1275 S. MAIN ST, buildings A, B and C

- 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 Street, buildings A, B, and C, 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.