

AGREEMENT BETWEEN CHARTER TOWNSHIP OF MUNDY

AND _____

This agreement is made by and between the Charter Township of Mundy, "the Township" and _____, "the Cleaning Service".

The Township contracts with the Cleaning Service, as an independent contractor, and not as any employer/employee relationship, to clean the offices of the Township at its hall located at 3478 Mundy Avenue, Swartz Creek, MI. This agreement also includes monthly cleaning of the Board Room. Other areas in the building, that may be used on occasions, will be at an agreed upon charge.

The cleaning service will, by way of illustration and not by way of limitation, vacuum, mop, dust, and empty waste baskets. Countertops, work areas, and hallways shall be cleaned as well as the windows washed, both inside and out, as set forth in Attachment "A". This shall be done on all days when the Township offices are opened. All cleaning supplies and equipment are included in the bid. A monthly calendar of events or meetings will be provided by the Supervisor's office to coordinate the scheduled cleaning.

The cleaning service shall receive \$_____ per month for such services on Attachment "A", \$_____ per month for cleaning of the Board Room, and \$_____ per requested stripping and rewaxing of the floor surface in Room 125.

This agreement shall remain in effect for two (2) years for the period from March 1, 2010, through February 29, 2012. This agreement can be terminated on seven (7) days notice by either party. Such notice shall be delivered to the Township by personal delivery to the Supervisor, and to _____ or any person in charge of the cleaning crew at the Township.

This Agreement may not be reassigned.

CHARTER TOWNSHIP OF MUNDY
BY:

Dated: _____
David L. Guigear, Supervisor

Dated: _____
Tonya L. Ketzler, Clerk

Dated: _____
Cleaning Service

Attachment "A"
Cleaning of Mundy Township Hall

Daily Service -

Trash Removal (Liners replaced as needed)
All Surfaces Cleaned
 Counter Tops and Fronts Desk Tops
 Chair Fabric
Water Fountains-Cleaned and Polished

Bathrooms Cleaned -

Wash Basins Cleaned and Detailed
Toilets Cleaned and Detailed
Towel Dispensers Cleaned and Checked for Volume
Heating Fixtures Wiped
Handicapped Rails Wiped
Pictures/Plaques Wiped
Soap Dispenser Wiped and Checked for Volume
Doors Checked for Hand Prints etc.

Floor Cleaned -

All Tile Floors Vacuumed with Canister Vacuum Ensuring all Edges are Clear of Debris
All Tile Floors Mopped with Special Formula Ensuring Grout is Kept from Buildup
All Carpeted Areas are Vacuumed with Upright Windtunnel

Windows -

Once Weekly – Clean All Interior Windows (Without Screens)
Once Monthly – Clean All Exterior Windows
Bid Includes Monthly Exterior Glass

Rotate Daily Though Week – Ensuring Each is Kept Dust Free

Windowsills
Chair Bases
Cabinet Tops
Spots on Walls
Phones
Printers
Copiers
Pictures
Plaques