

## CLEANING SERVICES AGREEMENT

This Agreement is between the City of Grand Rapids (“City”) and Northwoods Cleaning Company, 18064 Danson Road, Grand Rapids, MN 55744.

WHEREAS, City wishes to hire Northwoods Cleaning Company to provide janitorial services at Central School, City Hall, and Library from August 19<sup>th</sup>-September 13<sup>th</sup>, 2024.

NOW, THEREFORE, in exchange for the promises and other considerations set forth below, the parties agree as follows:

1. Scope of Work.

City Hall (cleaning staff on site Monday-Friday 4:30 pm – 6:30 pm)

- Clean all bathrooms – daily
- Clean break room – daily
- Sweep and mop north and east entrances – daily
- Clean glass north and east entrances – daily
- Vacuum all rugs – daily
- Polish drinking fountains - daily
- Empty all garbage cans as needed
- Vacuum all carpeted areas – once per week
- Sweep and mop hallway and stairs – once per week
- Wipe down all desks in council chambers – once per week

Central School (Cleaning staff onsite Monday – Friday 10:00 am – 12:00 pm)

- Clean bathrooms – daily
- Vacuum all rugs – daily
- Clean glass west, north, and east entrances – daily
- Sweep west, north, and east entrances – daily
- Sweep and mop hard surface floors – twice per week or as needed
- Sweep the north stairwell – twice per week
- Empty all garbage cans as needed

Library (Cleaning staff onsite Monday – Friday 8:00 am – 10:00 am)

- Dust mop front entrance – daily
- Clean front entrance glass – daily
- Clean breakroom – daily
- Vacuum all rugs – daily

- Clean bathrooms – daily
- Empty all garbage cans as needed
- All tables to be wiped down – once per week or as needed
- Vacuum all carpeted areas – once per week or as needed
- Clean interior windowsills – once per week

2. Schedule. Duties will be performed Monday - Friday 2 hours a day at each building. Janitorial services will begin on August 19<sup>th</sup>, 2024, and run through September 13, 2024. Either party may cancel this contract for any reason by providing the other party with 7 days written notice.

3. Compensation. Northwoods Cleaning Company will receive \$1200.00 per week from August 19<sup>th</sup> - September 13<sup>th</sup>.

4. Insurance. Northwoods Cleaning Company will provide the City with a Certificate of Insurance.

IN WITNESS WHEREOF the parties have signed this Agreement as of the date set forth below.

**City of Grand Rapids:**

**Northwoods Cleaning Company:**

By: \_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_