

**AGREEMENT FOR PROFESSIONAL CUSTODIAL SERVICES
FOR THE CITY OF NORMAN YOUNG FAMILY ATHLETIC CENTER**

This Agreement is entered into by and between the City of Norman, an Oklahoma municipal corporation, hereinafter called the “City,” and Alliance Maintenance, Inc., an Oklahoma company, hereinafter called the “Contractor,” for the following reasons:

1. The City requires professional custodial services (the “Services”) for City of Norman Municipal Facilities as listed herein:
 - a. Young Family Athletic Center (YFAC), located at 2201 Trae Young Dr., Norman, OK
2. The City issued a Request for Proposal (RFP No. 2425-42) to solicit professional custodial services for the requisite municipal facilities; and
3. Contractor responded to RFP No. 2425-42 with a proposal that satisfied the requirements and qualifications of the City’s RFP and was selected as the best proposal for such municipal facilities after reviewing and scoring all submissions; and
4. Contractor is prepared to provide the Services as outlined in the Contractor’s proposal submitted March 28, 2025, attached hereto and incorporated herein as Exhibit “A” to this Agreement.

In consideration of the mutual covenants and promises herein contained, the parties hereto agree as follows:

ARTICLE 1 - TERM

The Initial Term of this Agreement shall be from the Effective Date and shall extend until one year thereafter. This Agreement may be renewed, upon the written agreement of both parties, for four (4) additional one (1) year terms (each a “Renewal Term”), unless terminated pursuant to the provisions set forth herein, for a maximum contract Term of five (5) years. Contractor understands that this Agreement and any continuation of this Agreement through Renewal Term(s) is subject to sufficient annual appropriations by the City for the fiscal year (July 1 to June 30) in which the Agreement is to be active.

ARTICLE 2 – CONTRACTOR PERFORMANCE AND STANDARD OF CARE

Contractor agrees to provide the Services particularly described in Exhibit “A,” which allocate, on average, for seven (7) days per week at about sixteen (16) hours per night. Contractor warrants its performance of the Services by the use of personnel of required skill, experience, and qualification, and in a professional and competent manner, in accordance with generally recognized industry standards for similar services. In terms of the standard of excellence, 100% excellence in compliance and in the work performed shall be the standard.

ARTICLE 3 – CITY PERFORMANCE

The City agrees to pay Contractor Twelve Thousand Six Hundred and Thirty-Five Dollars (\$12,635.00) per month for the Services provided under this Agreement, for a total annual price of One Hundred Fifty-One Thousand Six Hundred and Twenty Dollars (\$151,620.00), pursuant to the budget described in Exhibit “B,” attached hereto and incorporated herein. Contractor shall submit monthly invoices to the City that include details for Services rendered within the invoice period. The City shall pay invoices within thirty (30) days of receipt.

ARTICLE 4 – INDEMNIFICATION AND LIABILITY

Contractor agrees to indemnify, defend and hold harmless the City, its officers, agents and employees from and against any and all liabilities, costs, expenses, including, without limitation, attorney’s fees, obligations, losses, damages, suits, claims, including, without limitation, Worker’s Compensation claims of or by anyone whomever, (collectively “Claims”) resulting from or in connection with Contractor’s, its agents or employees provision of the Services under this Agreement; provided, however, that Contractor shall not be liable for Claims occasioned by the sole negligence of the City, its agents or employees. Further, the City shall not be liable or responsible to Contractor for any expense, loss or damage to any person or property occasioned by a third party or any Force Majeure event. It is understood that this indemnity and hold harmless provision is not limited by the insurance required under this Agreement nor in any event be deemed a waiver of any action, right, or remedy otherwise available to the City under Oklahoma law.

Survival. The terms and conditions of this Article 4 shall survive completion of the Services, or the termination or expiration of this Agreement.

ARTICLE 5 – INSURANCE

During the performance of the Services under this Agreement, Contractor, at its own expense, shall keep in force Employer’s Liability insurance, naming the City as co-insured, and in an amount no less than the limits prescribed by the Oklahoma Governmental Tort Claims Act (51 O.S. § 151 et seq.) and subsequent revisions thereto, issued by a company or companies licensed to do business in Oklahoma and is of sound and adequate financial responsibility, against all liabilities for accidents arising out of or in connection with Contractor’s provision of the Services, except when caused by the City’s negligence or that of its agents or employees, and shall furnish to the City certificates evidencing such insurance subject to the limitations set forth above in respect to the City’s sole negligence, and Contractor shall furnish a certificate to the effect that such insurance shall not be changed or cancelled without ten (10) days prior notice to the City, said notice shall be written and given by Contractor. Contractor shall also keep in force Worker’s Compensation insurance in accordance with State Laws. Contractor shall be solely responsible for any Worker’s Compensation and/or Employer’s Liability Insurance.

ARTICLE 6 – FORCE MAJEURE

Neither party shall be responsible nor liable for any delays or failures in performance from any cause beyond its reasonable control, and without the fault of the party claiming an extension of time to perform, including, but not limited to acts of God, changes to law or regulations,

embargoes, war, terrorist acts, acts or omissions of a third party, riots, fires, earthquakes, floods, power blackouts, strikes, or weather events.

ARTICLE 7 – TERMINATION

- A. *For Cause*: This Agreement may be terminated by either party, upon written notice, in the event of substantial failure by the other party to perform in accordance with its material duties or obligations under this Agreement. The defaulting party shall have thirty (30) days after written notice is given, specifying the event of default under the Agreement, to cure the default. If the default is not cured to the complete satisfaction of the non-defaulting party, such party may terminate the Agreement.
- B. *For Convenience*: The City may terminate this Agreement for any reason upon thirty (30) days' written notice to Contractor.

ARTICLE 8 – NOTICES

Any notice, demand, or other communication under this Agreement shall be sufficiently given or delivered when it is delivered personally, or within three (3) business days after it is deposited in the United States mail, registered or certified mail, postage prepaid, return receipt requested, to:

City:

Lance Harper
Facility and Construction Manager
City of Norman P.O. Box 370
Norman, OK 73070
405-779-6525
LF.Harper@NormanOK.gov

Contractor:

Colby Burress
Area Manager
2770 Washington Dr.
Ste. 110
Norman, OK 73069
405-863-3005
Colby.burress@alliancemaintenance.com

Nothing contained in this Article 8 shall be construed to restrict the transmission of routine communication between representatives of the City and Contractor.

ARTICLE 9 – DISPUTES

In the event of a dispute between the City and Contractor arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. If the parties cannot thereafter resolve the dispute, each party shall nominate a senior officer of its management to meet to resolve the dispute by direct negotiation or mediation. Should such negotiation or mediation fail to resolve the dispute, either party may

pursue resolution of the dispute as allowed by applicable law and regulation. During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder.

ARTICLE 10 – MISCELLANEOUS

- A. *Counterparts*: This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute the same instrument.
- B. *Severability*: If any provision of this Agreement is determined to be unenforceable, invalid, or illegal, then the enforceability, validity, and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.
- C. *Governing Law; Venue*: This Agreement shall be governed and construed in accordance with the laws of the United States of America and the State of Oklahoma. The venue for any action under this Agreement shall be in the District Court of Cleveland County, Oklahoma, or the United States District Court for the Western District of Oklahoma. The parties agree to submit to the subject matter and personal jurisdiction of said court.
- D. *Compliance with Laws*: Contractor shall be responsible for complying with all applicable federal, state, and local laws, rules, and regulations.
- E. *Binding Effect*: All the terms, covenants and conditions hereof shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
- F. *Authority*: Each party hereto has the legal right, power and authority to enter into this Agreement. Each party's execution, delivery and performance of this Agreement has been duly authorized, and no other action is requisite to the valid and binding execution, delivery and performance of this Agreement, except as expressly set forth herein.
- G. *Relationship of Parties*: This Agreement does not create any partnership or joint venture between the parties hereto, or render any party liable for any of the debts or obligations of the other party. Neither party shall be deemed to be an agent or representative of the other.
- H. *Third Party Rights*: The Services provided for in this Agreement are for the sole use and benefit of the City and Contractor. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the parties to this Agreement.
- I. *Entire Agreement; Amendments*: This Agreement, including its Exhibits, constitutes the entire agreement among the parties hereto and supersedes all prior and contemporaneous communications, representations, and agreements, wither oral or written, relating to the subject matter of this Agreement. This Agreement may not be amended or modified, except in writing, signed by each of the parties hereto.

- J. *Assignment*: This Agreement shall not be assigned by either party without prior written consent of the other party.
- K. *Non-waiver*: No failure on the part of either party to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof; nor shall any single or partial exercise by either party of any right hereunder preclude any other or future exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to either party at law or in equity.
- L. *Nondiscrimination*: Contractor agrees that it will not discriminate against any persons on the basis of race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex.

[Remainder of page intentionally left blank]

IN WITNESS WHEREOF, the City and Contractor have executed this Agreement this 14 day of August, 2025 (the "Effective Date"). The parties agree that they may conduct the transaction by electronic means and hereby state that electronic signature is valid and shall have the same force and effect as an original signature.

ALLIANCE MAINTENANCE, INC.

BY: [Signature]

Title: CEO

ACKNOWLEDGEMENT

STATE OF Oklahoma)

COUNTY OF Cleveland)

ss:

Before me, the undersigned, a Notary Public in and for said County and State, this 14 day of August, 2025, personally appeared Neil Boyd to me known to be the identical person who executed the foregoing, and acknowledged to me that he/she executed the same as free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal the day and year last above written.

My commission expires:

1-3-28



[Signature]
Notary Public

CITY OF NORMAN

APPROVED this _____ day of August, 2025 by the Norman City Council.

Stephen T. Holman, Mayor

ATTEST:

Brenda Hall, City Clerk

APPROVED as to form and legality this 19 day of August, 2025.

[Signature]
City Attorney

EXHIBIT A

RFP-2425-42

**City of Norman
Office of Parks & Recreation
225 N. Webster Ave
Norman, OK 73069**

Facilities Listed in RFP-2425-42

1. Municipal Court	321 N. Webster Ave
2. HRIT	313 N. Webster Ave
3. City Hall	201 W. Gray St
4. Development Center	225 N. Webster Ave
5. 12th St Rec Center	1701 12th Ave NE
6. Little Axe Rec Center	1000 168th Ave NE
7. Adult Wellness Center	602 N. Findlay Ave
8. YFAC	2201 Trae Young Dr
9. Park Maintenance Office	1320 Da Vinci St
10. Fleet Offices	1301 Da Vinci St
11. Fleet Transportation	1310 Da Vinci St
12. Norman PD	112 Daws St
13. Police NIC	1507 W. Lindsey St
14. Andrews Park Pav Bldg	201 W. Daws
15. Rotary House	1501 W. Boyd St
16. Transportation Hub	320 E. Comanche St
17. ECOC	2001 E. Robinson St

Table of Contents for RFP-2425-42 Proposal based on RFP Presentation

Commercial Cleaning History	Page 2
Norman Market Experience	Page 2
Current Customers over 10,000 sq ft	Page 2
Labor Hours Per Day/Shift	Page 3
Workforce and Logistics	Page 3 & 4
References	Page 5
Duties Description	Page 6 & 7
Insurance	Page 8
Pricing and Plans	Page 9
Selection Criteria	Page 10

Commercial Cleaning History

With over 40 years of experience, Alliance Maintenance has built a solid reputation for reliability, responsiveness, and results. Since our founding in 1983, we've grown steadily by adapting to industry demands, embracing new technologies, and – most importantly – investing in great people. Our long-standing success is a direct reflection of our ability to evolve without compromising quality and customer service, ensuring that we continue to meet the needs of our clients in a changing world.

Norman Market Experience

One of our 3 Oklahoma City Market Teams, managed by Colby Burress, has proudly served the local market for over 12 years, currently overseeing 23 of our 67 active customers in the Moore-Norman area. Alliance in total manages over 450 customers in the OKC market and approximately 60 locations in the Moore-Norman area.

Among Burress' broader customer base, 28 facilities exceed 10,000 sq. ft. and are serviced on schedules ranging from once to seven times per week. Burress Mgmt Team maintains 12 sites with footprints of approximately 40,000 sq. ft. or more and 11 locations in the OKC area that include basketball gyms or fitness centers – all of which present unique cleaning demands that our team is equipped to handle.

A prime example of our team's capability is our partnership with a high-profile Young Family Athletic Center (YFAC) in Norman. For over a year, we have successfully managed this fast-paced, high-traffic facility, which requires specialized staffing, careful scheduling, and hands-on management. With nightly cleaning shifts beginning at 9pm (excluding Sundays), maintaining quality standards here depends on a deep understanding of after-hours operations, recruitment, and supervision. We've built a team that can adapt to these challenges with flexibility and consistency, using a layered approach that includes multiple leads and field supervisors to support a lean and responsive cleaning roster.

Notably, YFAC is one of only 3 OKC market clients we manage with post 9pm start times – the other two being associated with a prominent NBA Franchise we have cleaned the last 10 years. This reflects our strategic ability to scale and support high-demand environments while continuing to deliver dependable service to our diverse customer base.

Current Customers over 10,000 sq ft

Burress Management Team: 12

Alliance Corp Total: >100

Labor Hours Per Day/Shift Chart:

Facilities placed in Logistical Cleaning Team/Grids

***Notes are based on experience of labor trends and pre-bid evaluations**

	Development Center	Police	Municipal Courts	HRIT	City Hall	Andrews Park Rental	Municipal Campus Hub Notes: Based on Service provided; estimated 23 to 25 hours per night to obtain desired scope of work provided. Andrews Park Rental will be an added duty to this cleaning teams scope 1x per week.
Freq Per Week	5x	5x	5x	5x	5x	1x	
Labor Hrs Per Night	9.5	2.5	4	4	3	1	
Labor Hrs Per Week	47.5	12.5	20	20	15	1	
Emps Per Clean			5 to 7				
Total Emps for Site			15 to 20				

	Fleet Transp Hub	Fleet Maintenance	Fleet Offices	Park Maintenance	Fleet and Park Hub Notes: Based on Prints, estimated sq ft, provided an estimated labor needed to efficiently provide service to all facilities in logistical area.
Freq Per Week	7x	5x	5x	2x	
Labor Hrs Per Night	1.54	2.5	2	1	
Labor Hrs Per Week	9.24	12.5	10	2	
Emps Per Clean		3 to 4			
Total Emps for Site		5 to 6			

	YFAC with Court Cenobot	YFAC without Court Cenobot	YFAC Facility Notes: We provided estimated nightly labor based on data from employee records. There are large fluctuation with levels of traffic based on nightly activities and tournaments/events. Factored in the Pool decks and aquatics added.
Freq Per Week	7x	7x	
Labor Hrs Per Night	15.5	17.14	
Labor Hrs Per Week	108.5	120	
Emps Per Clean	4 to 6	4 to 6	
Total Emps for Site	15 to 20	15 to 20	

	ECOC	12th St Rec	Adult Wellness	East Norman Hub Notes: Based on Prints, estimated sq ft, provided an estimated labor needed to efficiently provide service to all facilities in logistical area.
Freq Per Week	7x	6x	6x	
Labor Hrs Per Night	2.25	3	5.33	
Labor Hrs Per Week	15.75	18	32	
Emps Per Clean		3 to 4		
Total Emps for Site		5 to 7		

Labor Hours Per Day/Shift Chart: *Continued***Facilities placed in Logistical Cleaning Team/Grids*****Notes are based on experience of labor trends and pre-bid evaluations**

	NIC (Police Investigation)	Rotary Park Rental	Lindsey Boyd Hub Notes: Based on Description of traffic and open areas provided by facilities team
Freq Per Week	5x	1x	estimated hours are established for a higher rate of sq ft cleaned per hour with a 1x week visit to Rotary Park Rental.
Labor Hrs Per Night	3	1	
Labor Hrs Per Week	15	1	
Emps Per Clean		1 to 2	
Total Emps for Site		3 to 4	

	Little Axe Rec	Little Axe Hub Notes: The price for this location is based on the min incentive needed to be provided to employees to visit this site even if cleaning labor time is approx an hour. No logistical pair option.
Freq Per Week	6x	
Labor Hrs Per Night	2	
Labor Hrs Per Week	12	
Emps Per Clean	1 to 2	
Total Emps for Site	2 to 3	

References

1. Michelle Ratcliff
BancFirst
Senior Vice President
Human Resources Manager
405-218-4661
michelle.ratcliff@bancfirst.bank
Current Customer and a contact for Edmond and Oklahoma City market (14) locations
cleaned and secured for the past 10 years.
2. Meredith Lundin
Ethan Christopher
Property Manager
602-361-8739
Manage two commercial properties Exterior Maintenance and Tennant Maintenance
3. Derick Colwell
General Manager
Sooner Fashion Mall
405-544-7739
derick.colwell@bprtail.com
Provide project cleaning work and cleaning consulting and feedback since 2018
4. Elizabeth Wilson
Jasco
Facility Manager
405-905-5154
ewilson@byjasco.com
Over 100k square feet of Corporate Office, Manufacturer, Distribution, and athletic facilities
Current Customer of 7 plus years

Duties Description

***as requested on slide 35 of the Pre-bid mandatory meeting**

Duties	Equipment - CON or Alliance Provided	Description
• Floor Vacuuming	Backpack Vac, Upright, and Large Area Vac	Vacuum all Carpeted areas according to SOW Mop all Hard Surfaces required according to SOW
• Mopping	Microfiber Flat Mops and Bucket System	Per RFP OR Per Request; Price Listed
• Spray Buffing	High Speed Buffer - Alliance or CON	Per RFP OR Per Request; Price Listed
• Floor Stripping and Waxing	Maroon 3M Stripper Pad (Green) & Wax	Per RFP OR Per Request; Price Listed
• Commodes	Microfiber Red - City of Norman	City of Norman Process; SOW
• Urinals	Microfiber Red - City of Norman	City of Norman Process; SOW
• Wash Bowls	Microfiber Designated Color - City of Norman	City of Norman Process; SOW
• Drinking Fountains	Microfiber Designated Color - City of Norman	City of Norman Process; SOW
• Toilet Room Cleaning	Restroom Cart - City of Norman	City of Norman Process; SOW
• Care of Dispensers	Restock w/ City of Norman Product	City of Norman Process; SOW
• Trash Removal	Barrels - City of Norman	City of Norman Process; SOW
• Training of Contractor staff	Artisan Windows - Used on Semi Annual	Per RFP OR Per Request; Price Listed
• Window Cleaning (interior and exterior)	Artisan Windows - Used on Semi Annual	Per RFP OR Per Request; Price Listed
• Carpet Spot Cleaning and Stain Removal	Spot Equipment - City of Norman	City of Norman Process; SOW
• Air supply and return vents (twice per year)	High Dusting Equipment - City of Norman	City of Norman Process; SOW
• Emergency Call out for cleaning at a per hour rate.	Alliance Labor - Employee(s)	Per RFP OR Per Request; Price Listed
Day Porters when requested	Alliance Labor - Employee(s)	Per RFP OR Per Request; Price Listed

Duties Description:

All staff will follow City of Norman's Scope of Work set forth in the RFP materials provided.

Special Adjustments with Scope of Work Assignments for City of Norman Facilities Group

- 1. Dedicated Recruiter for the City of Norman Facilities.**
***Facilities start time after 8pm highlights the experience needed to staff these facilities. This is a challenging time frame that takes experience and consistent effort.**
- 2. Dedicated Ops Manager just for City of Norman Facilities – Main Contact**
- 3. Employee Logistical assignments and focus on Multi-Employee Team Cleaning**
 - A. Nightly General Maintenance Cleaning – focus on the nightly scope of work duties**
 - B. Weekly and Monthly cleaning team – rotate through City of Norman buildings focusing on the Weekly and Monthly task listed in the Scope of Work and reporting for record keeping**
 - C. Floor Care rotation – any floor care challenges or issues brought to attention will be visited by a rotating floor care team to look for the pitfalls nightly personnel could fall into.**

- 4. The goal of this is to develop a system where the Nightly Cleaners can become highly efficient and focused on repeatable maintenance tasks. The Weekly and Monthly team can perform the same within their scope. With the addition of the floor team for support, retrain, reporting, etc. we feel this enables us to streamline into cleaning teams, areas, and task for easier fixes and management moving forward.**
- 5. In addition to team assignments we have created in enhancing our service we are excited to announce a partnership with Rise Employment Opportunities to give employment opportunities to highly capable people with disabilities in a way that supports long-term sustainable employment and furthers a fully inclusive workforce and community.**

Selection Criteria

Based on RFP Mandatory meeting presentation the Selection Criteria is determined by the following areas and where to find them on this Bid Proposal Submission.

1. Overall Experience

We listed our overall experience on **Page 2** briefly describing Alliance Maintenance history and my personal experience in Management within the OKC Market, including Norman.

2. References

We listed 4 references on **Page 5**.

3. Total Cost of Services

We listed the monthly cost of all facilities according to their scope of work provided and walk through discussions on **Page 9**.

For YFAC I gave monthly options with and without the use of a scrubber/automated on the courts as that directly effects total labor.

We included the addition of the Pool deck 1x per week mentioned, the policing of the Aquatic Seating and Benches, and added the Interior Glass Weekly service in the monthly cost. (the interior glass is currently at bi-monthly)

NOTE: I gave notes on each location for calculations of labor estimated. We also drafted logistical groups to isolate cleaners to a certain area to increase efficiencies within a team for those designated properties. Page 3 and 4.

An Optional Mgmt Plan was listed as well highlighting current or future possibilities for the City of Norman with their cleaning plans. This plan optimizes our recruiting capabilities for the wide range of cleaning needs and account access/start times while also providing The City Facilities team more freedom to control Employees as needed that may need to vary from Daily Scope of Work. It also gives the City more control over monthly budget and a labor allocation when needed. With our estimates we showed a potential savings of almost \$60,000 for the year for cleaning labor. We can explain more or answer any questions with this option when needed.

4. Overall Ability to provide Specified Services

With the information provided in this submission and the performance currently in servicing the YFAC facility we think we have shown our capabilities and expertise in the cleaning industry. Not only do we want to have the opportunity to serve the great City of Norman, we want to be advocates and consultants to help the Facilities Team accomplish all of their goals, whether we are cleaning or we are providing guidance in cleaning plans and logistics for future endeavors.

AFFIDAVIT OF NON-COLLUSION

STATE OF Oklahoma

COUNTY OF Cleveland ss:

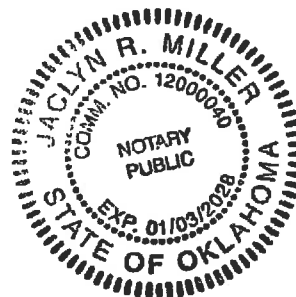
Colby Burrows, of lawful age, being first duly sworn, on oath says, that (s) he is the agent authorized by the bidder to submit the attached bid. Affidavit further states that the bidder has not been a party to any collusion among bidders in restraint to freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any city official or employee as to quantity, quality, or price in the prospective contract, or any other terms of prospective contract; or in any discussion between bidders and any city official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the City of Norman, Oklahoma any money or other thing of value, either directly or indirectly, in the procuring of the award of a contract pursuant to this bid.

Colby Burrows - Alliance Maintenance
Proposer

By: [Signature] Agent MBR

Subscribed and sworn to before me on this 20 day of March, 20 23

[Signature]
My Commission Expires 1-3-28



Certificate of Insurance

ACORD		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 1/25/2013																																									
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed if SUBROGATION IS WAIVED, subject to the terms and conditions of the policy. Certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in any of such an endorsement(s).</p>																																													
PRODUCER COLUMBIAN INSURANCE PO BOX 11118 MEMPHIS, TN 38111-1118		INSURER(S) AFFORDING COVERAGE INSURER A: COLUMBIAN INSURANCE COMPANY INSURER B: COLUMBIAN INSURANCE COMPANY OF AMERICA INSURER C: COLUMBIAN INSURANCE COMPANY INSURER D: INSURER E: INSURER F:		DATE 1/25/2013																																									
INSURED GURNESS MAINTENANCE LLC 2770 WASHINGTON DR NORMAN, OK 73069-3015																																													
COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:																																									
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE PERIOD SPECIFIED HEREIN. THIS CERTIFICATE IS NOT VALID UNLESS IT IS ISSUED BY THE INSURER(S) LISTED ABOVE. THIS CERTIFICATE IS SUBJECT TO ALL THE TERMS, CONDITIONS AND EXCLUSIONS OF EACH POLICY. THE POLICIES LISTED BELOW HAVE BEEN REDUCED TO THIS CLASS:</p>																																													
<table border="1"> <thead> <tr> <th>CLASS</th> <th>DESCRIPTION OF CLASS</th> <th>CLASS CODE</th> <th>CLASS NAME</th> <th>CLASS CODE</th> <th>CLASS NAME</th> <th>CLASS CODE</th> <th>CLASS NAME</th> <th>CLASS CODE</th> <th>CLASS NAME</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>COMMERCE, TRADING, MANUFACTURING, SERVICE, CONTRACTING, AND OTHER BUSINESS OPERATIONS</td> <td>1</td> <td>1000000000</td> <td>1000000000</td> <td>1000000000</td> <td>1000000000</td> <td>1000000000</td> <td>1000000000</td> <td>1000000000</td> </tr> <tr> <td>B</td> <td>TRANSPORTATION</td> <td>2</td> <td>2000000000</td> <td>2000000000</td> <td>2000000000</td> <td>2000000000</td> <td>2000000000</td> <td>2000000000</td> <td>2000000000</td> </tr> <tr> <td>C</td> <td>PERSONAL AUTOMOBILE</td> <td>3</td> <td>3000000000</td> <td>3000000000</td> <td>3000000000</td> <td>3000000000</td> <td>3000000000</td> <td>3000000000</td> <td>3000000000</td> </tr> </tbody> </table>						CLASS	DESCRIPTION OF CLASS	CLASS CODE	CLASS NAME	CLASS CODE	CLASS NAME	CLASS CODE	CLASS NAME	CLASS CODE	CLASS NAME	A	COMMERCE, TRADING, MANUFACTURING, SERVICE, CONTRACTING, AND OTHER BUSINESS OPERATIONS	1	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	B	TRANSPORTATION	2	2000000000	2000000000	2000000000	2000000000	2000000000	2000000000	2000000000	C	PERSONAL AUTOMOBILE	3	3000000000	3000000000	3000000000	3000000000	3000000000	3000000000	3000000000
CLASS	DESCRIPTION OF CLASS	CLASS CODE	CLASS NAME	CLASS CODE	CLASS NAME	CLASS CODE	CLASS NAME	CLASS CODE	CLASS NAME																																				
A	COMMERCE, TRADING, MANUFACTURING, SERVICE, CONTRACTING, AND OTHER BUSINESS OPERATIONS	1	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000	1000000000																																				
B	TRANSPORTATION	2	2000000000	2000000000	2000000000	2000000000	2000000000	2000000000	2000000000																																				
C	PERSONAL AUTOMOBILE	3	3000000000	3000000000	3000000000	3000000000	3000000000	3000000000	3000000000																																				
<p>DESCRIPTION OF OPERATION, LOCATIONS, VEHICLES (ACCORD 101), Additional Remarks Schedule may be enclosed if more space is required</p>																																													
CERTIFICATE HOLDER GURNESS MAINTENANCE LLC 2770 WASHINGTON DR NORMAN, OK 73069-3015		CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. APPROVED REPRESENTATIVE Renan M. Beltran																																											

EXHIBIT B

PRICING

Monthly Pricing Per Facility							
NOTE: YFAC priced with and without scrubber				Estimated Savings: IF City Managed			Semi-Annual Exterior Glass - Per Occ
Freq	Account	Alliance Mgmt Team Monthly Cost	City Mgmt Team Monthly Cost	Monthly Savings	Monthly % Savings	Estimated Annual Savings	
7	YFAC with Court Cenobot	\$ 12,635.00	\$ 11,151.00	\$ 1,484.00	11.75%	\$ 17,808.00	
7	YFAC NO Court Cenobot	\$ 14,073.00	\$ 12,381.00	\$ 1,692.00	12.02%	\$ 20,304.00	\$ 810.00
7	ECOC	\$ 1,750.00	\$ 1,545.00	\$ 205.00	11.71%	\$ 2,460.00	\$ 226.80
7	Fleet Bus Transportation Hub	\$ 1,440.00	\$ 1,270.00	\$ 170.00	11.81%	\$ 2,040.00	\$ 88.80
6	Adult Wellness	\$ 3,575.00	\$ 3,140.00	\$ 435.00	12.17%	\$ 5,220.00	\$ 1,394.40
6	12th St Rec	\$ 2,000.00	\$ 1,768.00	\$ 232.00	11.60%	\$ 2,784.00	\$ 54.00
6	Little Axe Rec	\$ 1,340.00	\$ 1,181.00	\$ 159.00	11.87%	\$ 1,908.00	\$ 120.00
5	Development Center	\$ 5,275.00	\$ 4,645.00	\$ 630.00	11.94%	\$ 7,560.00	\$ 520.80
5	Police Department	\$ 1,390.00	\$ 1,225.00	\$ 165.00	11.87%	\$ 1,980.00	\$ 172.80
5	Municipal Courts	\$ 2,225.00	\$ 1,960.00	\$ 265.00	11.91%	\$ 3,180.00	\$ 168.00
5	HRIT	\$ 2,225.00	\$ 1,960.00	\$ 265.00	11.91%	\$ 3,180.00	\$ 151.20
5	City Hall	\$ 1,670.00	\$ 1,470.00	\$ 200.00	11.98%	\$ 2,400.00	\$ 559.20
5	Fleet Offices	\$ 1,110.00	\$ 980.00	\$ 130.00	11.71%	\$ 1,560.00	\$ 334.80
5	Fleet Transportation Maint	\$ 1,390.00	\$ 1,225.00	\$ 165.00	11.87%	\$ 1,980.00	\$ 188.40
5	NIC (Police Inv)	\$ 1,670.00	\$ 1,470.00	\$ 200.00	11.98%	\$ 2,400.00	\$ 367.20
2	Park Maintenance	\$ 295.00	\$ 260.00	\$ 35.00	11.86%	\$ 420.00	\$ 156.00
1	Rotary Park Rental	\$ 200.00	\$ 150.00	\$ 50.00	25.00%	\$ 600.00	\$ 66.00
1	Andrews Park Pav	\$ 150.00	\$ 100.00	\$ 50.00	33.33%	\$ 600.00	N/A
		\$ 41,778.00	\$ 36,730.00	\$ 5,048.00	12.08%	\$ 60,576.00	\$ 5,378.40

Individual Priced Items	Price Per Hour	Minimum Cost Billed Per
Day Porters	\$35/hr	\$ 140.00
Emergency Service Requested	\$49/hr	\$ 250.00
Strip and Wax	\$0.50 per foot	\$ 395.00
Buffing	\$0.25 per foot	\$ 195.00
Carpet Cleaning	\$0.25 per foot	\$ 295.00
Fleet Transp Maint Ext Roof Glass		\$ 288.00