SCOPE OF WORK

Tasks to be performed per service as needed:

Entrance and vestibule
Sweep/mop entrance floor
Vacuum mats
Spot clean glass walls and doors, interior only
Sweep/collect trash from immediate outside of entrance
Empty trash/cigarette receptacles

Cubicles, offices
Vacuum carpet
Sweep and wet mop tile floors
Sanitize and polish counters, spot clean desks
Dust vertical and horizontal surfaces up to 6'
Spot clean glass walls and doors, interior only
Empty trash receptacle(s), replace liner
Polish brightwork, spot clean doors and light switches

Main Hall/conference room
Vacuum carpet
Sanitize and polish counters/desks/podiums
Dust vertical and horizontal surfaces up to 6'
Empty trash receptacle(s), replace liner
Polish brightwork, spot clean doors and light switches
Tidy space

Corridors/common areas
Clean and sanitize counter(s)
Vacuum carpet
Sweep and wet mop tile floors
Dust vertical and horizontal surfaces up to 6'
Empty trash receptacle(s), replace liner
Polish brightwork, spot clean doors and light switches
Tidy space

Restrooms (indoor and outdoor)
Clean and sanitize sink(s)
Clean and sanitize toilet(s)
Clean and polish mirror(s)
Clean and sanitize counter(s)
Sanitize and polish brightwork, spot clean doors and light switches
Stock dispenser(s) as needed
Empty trash receptacle(s), replace liner if necessary
Clean and sanitize floors
Dust vertical and horizontal surfaces up to 6'
Tidy space

Breakrooms, lunchrooms, dining areas, kitchen areas, etc.
Sanitize counter and sink
Clean and sanitize microwave inside and out
Clean and polish outside of refrigerator
Empty and clean inside of refrigerator (weekly or monthly) (optional)
Sanitize and polish counters and brightwork
Clean and sanitize table(s) and chairs
Sweep and wet mop floor
Empty trash receptacle, replace liner
Dust vertical and horizontal surfaces up to 6'
Spot clean doors and light switches, tidy space

NON-SOLICITATION AGREEMENT

This Non-Solicitation Agreement ("Agreement") is made effective upon date of signature between VILLAGE OF POPLAR GROVE ("Client") and RBG Janitorial LLC ("RBG").

1. NON-SOLICITATION OF EMPLOYEES AND CONTRACTORS. During the period RBG provides services for Client, and for a period of two (2) years following the last day on which RBG provides services for Client, Client will not, directly or indirectly, solicit, employ, or offer employment to any employee of RBG or any contractor provided by RBG, or assist any related corporation, affiliate, or third party in doing so, without first contacting RBG and obtaining the RBG's express consent with respect to the specific employee(s) or contractor(s) in question.

2. REMEDIES. RBG and Client agree (a) that breach of this Agreement would cause substantial irreparable damage to RBG for which there would be no adequate remedy at law; and (b) that the time period set forth in the Agreement hereof is the minimum time necessary to protect RBG's valid business interests. In the event of a breach of this Agreement, RBG shall be entitled to file suit, in equity or law, to obtain damages thereby and/or seek injunctive relief without bond and to recover its reasonable attorney's fees, expenses, and costs. If the court determines that the restraint created herein is overbroad, the court may revise such restriction to make it as restrictive as possible under existing law. The invalidity of one provision shall not affect the validity of any other.

3. RIGHTS CUMULATIVE. The rights granted RBG under this Agreement are in addition to and/or supplemental to any other rights and/or remedies RBG may have pursuant to any oral or written contract by and between RBG and Client for the provision of services to Client by RBG. In the event of a conflict between the terms of this Agreement and any other agreement in respect to the subject matter hereof the terms of this Agreement shall control unless the parties shall expressly agree otherwise in writing.

4. NO WAIVER. The failure of RBG to enforce the terms of this Agreement in the event of a breach shall not be deemed a waiver of RBG's rights to enforce the terms of this Agreement upon subsequent breach or be deemed a waiver of any other rights and/or remedies that RBG may have pursuant to any other oral or written contract by and between RBG and Client for the provision of services to Client by RBG.

Signed:

RBG REPRESENTATIVE:

_____

EVA KRETSCHMAR
PRESIDENT
RBG JANITORIAL LLC

Date: 02/15/2021

VILLAGE OF POPLAR GROVE:

_____
Signature

_____
Print Name

Date: _____