

**CITY OF STEVENSON  
RESOLUTION NO. 2026-650**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STEVENSON,  
WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE A PERSONAL  
SERVICES AGREEMENT FOR JANITORIAL SERVICES AT CITY HALL.**

**RECITALS**

WHEREAS, the City of Stevenson requires routine janitorial services for City Hall located at 7121 E. Loop Road, Stevenson, Washington; and

WHEREAS, the City Council finds that contracting for janitorial services constitutes a personal services contract; and

WHEREAS, the City Council finds it to be in the best interests of the City to enter into a month-to-month janitorial services agreement with Stevens Cleaning, LLC, a Washington limited liability company;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STEVENSON, WASHINGTON, AS FOLLOWS:

**Section 1. Approval of Agreement.**

The Personal Services Agreement for Janitorial Services attached hereto as **Exhibit A** is hereby approved.

**Section 2. Authorization.**

The Mayor is authorized and directed to execute the Agreement on behalf of the City, and to take such administrative actions as are necessary to implement the Agreement.

**Section 3. Effective Date.**

This Resolution shall take effect immediately upon passage.

PASSED by the City Council of the City of Stevenson, Washington, at a regular meeting thereof held on the \_\_\_ day of February, 2026.

CITY OF STEVENSON

\_\_\_\_\_  
Mayor, Jenny Taylor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney, Robert C. Muth

**EXHIBIT A**  
**PERSONAL SERVICES AGREEMENT**  
**JANITORIAL SERVICES – CITY HALL**

This Personal Services Agreement (“Agreement”) is entered into as of February \_\_\_\_\_, 2026, by and between the **City of Stevenson, Washington**, a Washington municipal corporation (“City”), and Stevens Cleaning, LLC, a Washington limited liability company (“Contractor”).

**1. Services**

Contractor shall provide routine janitorial services at Stevenson City Hall, 7121 E. Loop Road, Stevenson, Washington, including:

- Trash and recycling removal
- Vacuuming carpets and rugs
- Sweeping and mopping hard surface floors
- Cleaning and sanitizing restrooms
- Cleaning lobby, hallways, offices, conference rooms, and break areas
- Wiping and disinfecting high-touch surfaces
- Interior glass cleaning as needed
- Monthly dusting of high surfaces

Services shall be performed one (1) time per week on mutually agreed days. Contractor shall furnish all labor, supervision, equipment, and cleaning supplies, except restroom consumables (paper products, trash liners, soap), which shall be provided by the City unless otherwise agreed in writing.

**2. Term**

This Agreement shall begin on \_\_\_\_\_, 2026, and shall continue on a month-to-month basis unless terminated as provided herein.

**3. Compensation**

The City shall pay Contractor \$532.43 per month. Invoices shall be submitted monthly and paid within thirty (30) days of receipt. Additional services must be pre-approved in writing by the City and will be billed separately.

**4. Independent Contractor**

Contractor is an independent contractor and not an employee of the City.

**5. Insurance**

Contractor shall maintain:

- Commercial General Liability Insurance of not less than \$1,000,000 per occurrence;
- Workers’ Compensation coverage as required by Washington law.

The City shall be named as an additional insured. Proof of insurance shall be provided prior to commencement.

**6. Indemnification**

Contractor shall defend, indemnify, and hold harmless the City, its elected officials, officers, employees, and agents from claims arising out of Contractor’s performance of this Agreement, except to the extent caused by the sole negligence of the City.

**7. Access and Security**

The City shall provide necessary access. Contractor shall secure the building upon completion and shall not disclose security information.

**8. Confidentiality**

Contractor shall maintain confidentiality of non-public information encountered in performance of services.

**9. Termination**

Either party may terminate without cause upon thirty (30) days’ written notice. The City may terminate immediately for material breach or failure to maintain insurance.

**10. Compliance with Law**

Contractor shall comply with all applicable federal, state, and local laws.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

CITY OF STEVENSON

\_\_\_\_\_  
Mayor, Jenny Taylor  
Date: \_\_\_\_\_

STEVENS CLEANING, LLC

\_\_\_\_\_  
Toni Stevens, Authorized Representative  
Date: \_\_\_\_\_