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"To enrich lives through effective and caring service"

January 31, 2012

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**AWARD OF CUSTODIAL SERVICES CONTRACT
(ALL DISTRICTS – 3 VOTES)**

SUBJECT

Approval of a custodial contract to provide services to various County departments.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that custodial services can be performed more economically by an independent Contractor than by County employees.
2. Approve and instruct the Chairman to sign the attached contract (Attachment 1) with Pride Industries One, Inc., to provide custodial services effective February 21, 2012, for a period of three years, with three one-year renewal options and six month to month extensions at an estimated first-year cost of \$2,956,531.
3. Authorize the Director of Internal Services Department (ISD) or his designee to exercise the renewal options and month-to-month extensions in accordance with the attached contract.
4. Authorize the Director of ISD or his designee to add and delete facilities and to approve necessary changes to scope of services.

5. Delegate authority to the Director of ISD, or his designee, to execute applicable contract amendments should the original contracting entity merge, be acquired, or otherwise has a change of entity.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

ISD currently contracts for custodial services for 22 County departments and Superior Courts at approximately 180 buildings located throughout the County. The work has been divided into, and solicited by, six geographic regions with one contract per region. The recommended contract is for one region where ISD is currently providing custodial services at approximately 33 facilities to various County departments. The existing contract expires on February 20, 2012, and the recommended actions will ensure that custodial services continue with no lapse in services.

To meet the operational needs of ISD's client departments, there may be occasions during the term of the contract when the scope of service at a facility must be changed or when a facility needs to be added or deleted. Approval of recommendation No. 4 will provide ISD with the ability to effectively manage these situations.

Implementation of Strategic Plan Goals

The recommended contract supports County Strategic Plan Goals Number 1 (Operational Effectiveness) maximize the effectiveness of the County's processes structure and operations to support timely delivery of customer oriented and efficient public service by providing custodial services countywide.

FISCAL IMPACT/FINANCING

The estimated first year cost for the recommended contract is \$2,956,531. Sufficient appropriation for the recommended contract is included in ISD's FY 2011-12 Adopted Budget and sufficient appropriation will be requested in future years. Expenditures will be offset through billings to County departments.

The Department conducted a cost analysis to ensure this contract is cost effective, a summary of which is attached (Attachment 2). The Auditor-Controller has approved the cost analysis that demonstrates that the contract is cost effective.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The terms and conditions of the recommended contract have been approved as to form by County Counsel. The contract contains the Board's required contract provisions, including those pertaining to consideration of qualified County employees targeted for layoffs, as well as qualified GAIN/GROW participants for employment openings, compliance with the Jury Service Ordinance, Safely Surrendered Baby Law and the Child Support program. This contract is subject to the Living Wage Program (County Code Chapter 2.201). The recommended contractor will pay an hourly wage of no less than \$11.84 to its employees providing services under the proposed contract.

The contract rates are fixed for the three year term of the contract. The contract allows for a Cost of Living Adjustment (COLA) increase during the option years, if the option years are exercised by the County. The COLA language in the contract complies with your Board's directive that COLA's for Living Wage contracts be limited to only the non-labor costs associated with the contract, unless the Contractor can demonstrate an increase in labor cost.

CONTRACTING PROCESS

On January 24, 2011, ISD released a Request for Proposals (RFP) for Custodial Services and posted the solicitation and contracting opportunity announcement on the County's "Doing Business with Us" web site (Attachment 3). Notice of the RFP was sent by electronic mail to 410 vendors registered with the County (Attachment 4). In addition, the contracting opportunity was advertised in the following publications: Los Angeles Times, Press Telegram, and Hoy (Spanish language newspaper).

The mandatory proposer's conference was held on February 15, 2011. Twenty proposals were received on March 10, 2011 and were reviewed for compliance with the minimum requirement criteria stated in the RFP. All proposals were reviewed for compliance with the minimum requirements. Four proposals were disqualified. Sixteen proposals were evaluated by a committee in accordance with the evaluation process identified in the RFP. The non-selected proposers received debriefings from June 14 through June 16, 2011.

Two proposers submitted a protest and requested a County Review. As a result, two County Review Panels were convened, and meetings were held on October 13, 2011. The County Review Panel, in each instance, did not have any recommended changes.

The recommended vendor met the criteria to qualify as a Transitional Job Opportunities Vendor and was therefore granted the five percent (5%) preference in the evaluation of its cost proposal. Additionally, the recommended vendor has indicated its willingness to interview and consider the existing contractor's workforce for employment with their company under the recommended contract. A summary of Community Business Enterprise Program information for the recommended vendor is attached (Attachment 5).

On final analysis, selections were made without regard to gender, race, creed, or color or national origin.

The Honorable Board of Supervisors

1/31/2012

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IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of this contract will allow the County to continue to provide custodial services for various County departments throughout the County of Los Angeles.

Respectfully submitted,

A handwritten signature in cursive script that reads "Tom Tindall".

TOM TINDALL

Director

TT:JS:YY

Enclosures

c: Chief Executive Officer
County Counsel



CONTRACT

BY AND BETWEEN

COUNTY OF LOS ANGELES

AND

PRIDE INDUSTRIES ONE, INC.

FOR

CUSTODIAL SERVICES

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- M CHARITABLE CONTRIBUTIONS CERTIFICATION

**CONTRACT BETWEEN
COUNTY OF LOS ANGELES
AND
PRIDE INDUSTRIES ONE, INC.
FOR
CUSTODIAL SERVICES**

This Contract and Exhibits made and entered into this ____ day of _____, 2012 by and between the County of Los Angeles, hereinafter referred to as County and Pride Industries One, Inc., a nonprofit California corporation, hereinafter referred to as Contractor. Pride Industries One, Inc. is located at 10030 Foothills Blvd., Roseville, CA 95747.

RECITALS

WHEREAS, the County may contract with private businesses for Custodial Services when certain requirements are met; and

WHEREAS, the Contractor is a private firm specializing in providing Custodial Services; and

WHEREAS, the County has determined that it is legal, feasible, and cost-effective to contract Custodial Services; and

WHEREAS, this Contract is therefore authorized under Section 44.7 of the Los Angeles County Charter, Los Angeles County Code Section 2.121.250, and California Government Code Sections 23004, 31000 and otherwise; and

NOW THEREFORE, in consideration of the mutual covenants contained herein, and for good and valuable consideration, the parties agree to the following:

1.0 APPLICABLE DOCUMENTS

Exhibits A, B, C, D, E, F, G, H, I, J, K, L and M are attached to and form a part of this Contract. In the event of any conflict or inconsistency in the definition or interpretation of any word, responsibility, schedule, or the contents or description of any task, deliverable, goods, service, or other work, or otherwise between the base Contract and the Exhibits, or between Exhibits, such conflict or inconsistency shall be resolved by

giving precedence first to the Contract and then to the Exhibits according to the following priority.

Standard Exhibits:

- 1.1 EXHIBIT A - Statement of Work
- 1.2 EXHIBIT B - Pricing Schedule
- 1.3 EXHIBIT C - Staffing and Facility Specification Sheets
- 1.4 EXHIBIT D - Contractor's EEO Certification
- 1.5 EXHIBIT E - County's Administration
- 1.6 EXHIBIT F - Contractor's Administration
- 1.7 EXHIBIT G - Contractor Acknowledgment and Confidentiality Agreement
- 1.8 EXHIBIT H - Jury Service Ordinance
- 1.9 EXHIBIT I - Safely Surrendered Baby Law

Unique Exhibits:

Prop A - Living Wage Program

- 1.10 EXHIBIT J - Living Wage Ordinance
- 1.11 EXHIBIT K - Monthly Certification for Applicable Health Benefit Payments
- 1.12 EXHIBIT L - Payroll Statement of Compliance

SB 1262 – NONPROFIT INTEGRITY ACT OF 2004

- 1.13 EXHIBIT M - CHARITABLE CONTRIBUTIONS CERTIFICATION

2.0 DEFINITIONS

The headings herein contained are for convenience and reference only and are not intended to define the scope of any provision thereof. The following words as used herein shall be construed to have the following meaning:

- 2.1 **Contract:** Agreement executed between County and Contractor. It sets forth the terms and conditions for the issuance and performance of the Statement of Work, Exhibit A.

- 2.2 **Contract Discrepancy Report:** A report that identifies specific problems, failures and other key performance issues in Contractor's performance that require corrective action.
- 2.3 **Contractor:** The sole proprietor, partnership, or corporation that has entered into a contract with the County to perform or execute the work covered by the Statement of Work.
- 2.4 **Contractor Project Manager:** The individual designated by the Contractor to administer the Contract operations after the Contract award.
- 2.5 **County Contract Monitor:** Person (s) with responsibility to oversee the day to day activities of this Contract. Responsibility for inspections of any and all tasks, deliverables, goods, services and other work provided by the Contractor.
- 2.6 **County Project Director:** Person (s) designated by County with authority for County on contractual or administrative matters relating to this Contract that cannot be resolved by the County's Project Manager.
- 2.7 **County Project Manager:** Person (s) designated by County's Project Director to manage the operations under this Contract.
- 2.8 **County Recognized Holidays:** The County Recognized Holidays are: New Year's Day (January 1), Martin Luther King's Birthday (Third Monday in January), Presidents Day (Third Monday in February), Memorial Day (Last Monday in May), Independence Day (July 4), Labor Day (First Monday in September), Columbus Day (Second Monday in October), Veteran's Day (November 11), Thanksgiving holidays (Fourth Thursday and Friday in November), Christmas Day (December 25).
- 2.9 **Day(s):** Calendar day(s) unless otherwise specified.
- 2.10 **District Manager:** County Facility Operations Services (FOS) Manager responsible for custodial services in the County.
- 2.11 **Facilities:** Property(ies) owned and/or operated by the County of Los Angeles.
- 2.12 **Facilities Operation Services (FOS):** Internal Service Department (ISD) operation responsible for providing custodial services to County Departments.
- 2.13 **Fiscal Year:** The twelve (12) month period beginning July 1st and ending the following June 30th.

2.14 **Internal Services Department:** The County Department responsible for administration of the contract.

2.15 **Performance Requirements Summary (PRS):** Performance standards document which identifies key performance indicators that will be evaluated by County to ensure that Contractor meets the required services under this Contract.

3.0 WORK

3.1 Pursuant to the provisions of this Contract, the Contractor shall fully perform, complete and deliver on time, all tasks, deliverables, services and other work as set forth in herein.

3.2 If the Contractor provides any tasks, deliverables, goods, services, or other work, other than as specified in this Contract, the same shall be deemed to be a gratuitous effort on the part of the Contractor, and the Contractor shall have no claim whatsoever against the County.

4.0 TERM OF CONTRACT

4.1 The term of this Contract shall be three (3) years commencing after execution by County's Board of Supervisors, unless sooner terminated or extended, in whole or in part, as provided in this Contract.

4.2 The County shall have sole discretion to exercise an option to extend this Contract term for up to three (3) additional one-year periods and six (6) month to month extensions, for a maximum total Contract term of six (6) years and six (6) months. Each such option and extension shall be exercised solely by the Director, Internal Services Department (ISD).

The County maintains databases that track/monitor contractor performance history. Information entered into such databases may be used for a variety of purposes, including determining whether the County will exercise a contract term extension option.

4.3 The Contractor shall notify County's Project Manager, Internal Services Department, when this Contract is within six (6) months from the expiration of the term as provided for hereinabove. Upon occurrence of this event, the Contractor shall send written notification to County's Project Manager at the address herein provided in Exhibit E - County's Administration.

5.0 CONTRACT SUM

5.1 The Contract Sum under this Agreement shall be the total monetary amount payable by County to Contractor for supplying all the tasks,

deliverables, goods, services and other work specified under this Contract. Contractor shall provide services at the rates identified in Exhibit B, Pricing Schedule.

- 5.2 The Contractor shall not be entitled to payment or reimbursement for any tasks or services performed, nor for any incidental or administrative expenses whatsoever incurred in or incidental to performance hereunder, except as specified herein. Assumption or takeover of any of the Contractor's duties, responsibilities, or obligations, or performance of same by any entity other than the Contractor, whether through assignment, subcontract, delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever, shall occur only with the County's express prior written approval.
- 5.3 The Contractor shall maintain a system of record keeping that will allow the Contractor to determine when it has incurred seventy-five percent (75%) of the total contract authorization under this Contract. Upon occurrence of this event, the Contractor shall send written notification to Internal Services Department at the address herein provided in Exhibit E - County's Administration.
- 5.4 **No Payment for Services Provided Following Expiration/Termination of Contract**

The Contractor shall have no claim against County for payment of any money or reimbursement, of any kind whatsoever, for any service provided by the Contractor after the expiration or other termination of this Contract. Should the Contractor receive any such payment it shall immediately notify County and shall immediately repay all such funds to County. Payment by County for services rendered after expiration/termination of this Contract shall not constitute a waiver of County's right to recover such payment from the Contractor. This provision shall survive the expiration or other termination of this Contract.

5.5 **Invoices and Payments**

- 5.5.1 The Contractor shall invoice the County only for providing the tasks, deliverables, goods, services, and other work specified in Exhibit A - (SOW) and elsewhere hereunder. The Contractor shall prepare invoices, which shall include the charges owed to the Contractor by the County under the terms of this Contract. The Contractor's payments shall be as provided in Exhibit B - Pricing Schedule, and the Contractor shall be paid only for the tasks, deliverables, goods, services, and other work approved in writing by the County. If the County does not approve work in writing no payment shall be due to the Contractor for that work.

- 5.5.2 The Contractor's invoices shall be priced in accordance with Exhibit B - Pricing Schedule.
- 5.5.3 The Contractor's invoices shall contain the information set forth in Exhibit A - Statement of Work describing the tasks, deliverables, goods, services, work hours, and facility and/or other work for which payment is claimed.
- 5.5.4 The Contractor shall submit the monthly invoices to the County by the 15th calendar day of the month following the month of service.

Prop A - Living Wage Program:

No invoice will be approved for payment unless the following is included:

- Exhibit K - Monthly Certification for Applicable Health Benefit Payments
 - Exhibit L - Payroll Statement of Compliance
- 5.5.5 Contractor shall submit two (2) copies of all invoices under this Contract to the following address:

Internal Services Department
1100 North Eastern Avenue
Los Angeles, CA 90063
Attention: Contract Unit Supervisor, Finance, Room 222

5.5.6 County Approval of Invoices

All invoices submitted by the Contractor for payment must have the written approval of the County's Project Manager prior to any payment thereof. In no event shall the County be liable or responsible for any payment prior to such written approval. Approval for payment will not be unreasonably withheld.

5.5.7 Local Small Business Enterprises – Prompt Payment Program

Certified Local SBEs will receive prompt payment for services they provide to County departments. Prompt payment is defined as 15 calendar days after receipt of an undisputed invoice.

5.6 Cost of Living Adjustments (COLA's)

For the three additional one-year option period identified in Section 4.2, the contract (hourly, daily, monthly, etc.) amount may be adjusted annually based on the increase or decrease in the U.S. Department of Labor, Bureau of Labor Statistics Consumer Price Index (CPI) for the Los Angeles-Riverside-Orange County Area for the most recently published percentage change for the 12-month period preceding the contract anniversary date, which shall be the effective date for any cost of living adjustment. However, any increase shall not exceed the general salary movement granted to County employees as determined by the Chief Executive Office as of each July 1 for the prior 12-month period. Furthermore, should fiscal circumstances ultimately prevent the Board from approving any increase in County employee salaries, no cost of living adjustments will be granted. Where the County decides to grant a Cost of Living Adjustment (COLA) pursuant to this paragraph for living wage contracts, it may, in its sole discretion exclude the cost of labor (including the cost of wages and benefits paid to employees providing services under this contract) from the base upon which a COLA is calculated, unless the Contractor can show that his/her labor cost will actually increase.

6.0 ADMINISTRATION OF CONTRACT - COUNTY

COUNTY ADMINISTRATION

A listing of all County Administration referenced in the following subparagraphs is designated in Exhibit E - County's Administration. The County shall notify the Contractor in writing of any change in the names or addresses shown.

6.1 County's Project Director

Responsibilities of the County's Project Director include:

- ensuring that the objectives of this Contract are met; and
- providing direction to the Contractor in the areas relating to County policy, information requirements, and procedural requirements.

6.2 County's Project Manager

The responsibilities of the County's Project Manager include:

- meeting with the Contractor's Project Manager on a regular basis; and

- inspecting any and all tasks, deliverables, goods, services, or other work provided by or on behalf of the Contractor.

The County's Project Manager is not authorized to make any changes in any of the terms and conditions of this Contract and is not authorized to further obligate County in any respect whatsoever.

6.3 County's Contract Monitor

The County's Contract Monitor is responsible for overseeing the day-to-day administration of this Contract. The Project Monitor reports to the County's Project Manager.

7.0 ADMINISTRATION OF CONTRACT - CONTRACTOR

7.1 Contractor's Project Manager

7.1.1 The Contractor's Project Manager is designated in Exhibit F - Contractor's Administration. The Contractor shall notify the County in writing of any change in the name or address of the Contractor's Project Manager.

7.1.2 The Contractor's Project Manager shall be responsible for the Contractor's day-to-day activities as related to this Contract and shall coordinate with County's Project Manager and County's Contract Monitor on a regular basis.

7.2 Approval of Contractor's Staff

County has the absolute right to approve or disapprove all of the Contractor's staff performing work hereunder and any proposed changes in the Contractor's staff, including, but not limited to, the Contractor's Project Manager.

7.2.1 Contractor shall assign a sufficient number of employees to perform the required work as defined in the SOW.

7.2.2 Contractor shall immediately remove any contractor's staff assigned to a County Facility upon County's request.

7.3 Contractor's Staff Identification

All of Contractor's employees assigned to County facilities are required to have a County Identification (ID) badge on their person, visible at all times. Contractor bears all expense of the badging.

7.3.1 Contractor is responsible for ensuring that employees have obtained a County ID badge before they are assigned to work

in a County facility. Contractor personnel may be asked to leave a County facility by a County representative if they do not have the proper contract worker ID badge on their person.

- 7.3.2 Contractor shall notify the County within one business day when staff is terminated from working under this Contract. Contractor shall retrieve and return an employee's ID badge to the County on the next business day after the employee has terminated employment with the Contractor.
- 7.3.3 If County requests the removal of Contractor's staff, Contractor shall retrieve and return an employee's ID badge to the County on the next business day after the employee has been removed from working on the County's Contract.
- 7.3.4 Improper or fraudulent use of County ID badges or failure of Contractor to return the employee's County ID badge will result in County's filing of a Contract Discrepancy Report with damages assessed as described in the SOW, Performance Requirement Summary.

7.4 Background and Security Investigations

- 7.4.1 Each of Contractor's staff performing services under this Contract who is in a designated sensitive position, as determined by County in County's sole discretion, shall undergo and pass a background investigation to the satisfaction of County as a condition of beginning and continuing to perform services under this Contract. Such background investigation may include, but shall not be limited to, criminal conviction information obtained through fingerprints submitted to the California Department of Justice. The fees associated with the background investigation shall be at the expense of the Contractor, without regard to whether the Contractor's staff passes or fails the background clearance investigation.
- 7.4.2 If a member of Contractor's staff does not pass the background investigation, County may request that the member of Contractor's staff be immediately removed from performing services under the Contract at any time during the term of the Contract. County will not provide to Contractor or to Contractor's staff any information obtained through the County's background investigation.
- 7.4.3 County, in its sole discretion, may immediately deny or terminate facility access to any member of Contractor's staff that does not pass such investigation to the satisfaction of

the County or whose background or conduct is incompatible with County facility access.

7.4.4 Disqualification of any member of Contractor's staff pursuant to this Paragraph 7.4 shall not relieve Contractor of its obligation to complete all work in accordance with the terms and conditions of this Contract.

7.5 Confidentiality

7.5.1 Contractor shall maintain the confidentiality of all records and information in accordance with all applicable Federal, State and local laws, rules, regulations, ordinances, directives, guidelines, policies and procedures relating to confidentiality, including, without limitation, County policies concerning information technology security and the protection of confidential records and information.

7.5.2 Contractor shall indemnify, defend, and hold harmless County, its officers, employees, and agents, from and against any and all claims, demands, damages, liabilities, losses, costs and expenses, including, without limitation, defense costs and legal, accounting and other expert, consulting, or professional fees, arising from, connected with, or related to any failure by Contractor, its officers, employees, agents, or subcontractors, to comply with this Paragraph 7.5, as determined by County in its sole judgment. Any legal defense pursuant to Contractor's indemnification obligations under this Paragraph 7.6 shall be conducted by Contractor and performed by counsel selected by Contractor and approved by County. Notwithstanding the preceding sentence, County shall have the right to participate in any such defense at its sole cost and expense, except that in the event Contractor fails to provide County with a full and adequate defense, as determined by County in its sole judgment, County shall be entitled to retain its own counsel, including, without limitation, County Counsel, and seek reimbursement from Contractor for all such costs and expenses incurred by County in doing so. Contractor shall not have the right to enter into any settlement, agree to any injunction, or make any admission, in each case, on behalf of County without County's prior written approval.

7.5.3 Contractor shall inform all of its officers, employees, agents and subcontractors providing services hereunder of the confidentiality provisions of this Contract.

- 7.5.4 Contractor shall sign and adhere to the provisions of the “Contractor Acknowledgement and Confidentiality Agreement”, Exhibit G1.

8.0 STANDARD TERMS AND CONDITIONS

8.1 AMENDMENTS

- 8.1.1 For any change which affects the scope of work, including addition or deletion of Facilities, term, Contract Sum, payments, or any term or condition included under this Contract, an Amendment shall be prepared and executed by the Contractor and by Director of ISD, or his/her designee.
- 8.1.2 The County’s Board of Supervisors or Chief Executive Officer or designee may require the addition and/or change of certain terms and conditions in the Contract during the term of this Contract. The County reserves the right to add and/or change such provisions as required by the County’s Board of Supervisors or Chief Executive Officer. To implement such changes, an Amendment to the Contract shall be prepared and executed by the Contractor and by Director of ISD, or his/her designee.
- 8.1.3 The Director of ISD, or his/her designee, may at his/her sole discretion, authorize extensions of time as defined in Paragraph 4.0 - Term of Contract. The Contractor agrees that such extensions of time shall not change any other term or condition of this Contract during the period of such extensions. To implement an extension of time, an Amendment to the Contract shall be prepared and executed by the Contractor and by Director of ISD, or his/her designee.
- 8.1.4 County reserves the right to add or change facilities as County deems appropriate. Such changes shall be based on the rates listed in Exhibit B, Pricing Schedule, and Contractor and County will negotiate a mutually agreeable price. County also reserves the right to obtain pricing or receive bids from other Region(s) Contract vendors. In the event any additions or changes are made, an Amendment shall be prepared and executed by the County’s Director of ISD, or his/her designee.

8.2 ASSIGNMENT AND DELEGATION

- 8.2.1 The Contractor shall not assign its rights or delegate its duties under this Contract, or both, whether in whole or in

part, without the prior written consent of County, in its discretion, and any attempted assignment or delegation without such consent shall be null and void. For purposes of this sub-paragraph, Contractor must obtain County's consent through a written amendment to the Contract, which is formally approved and executed by the parties. Any payments by the County to any approved delegate or assignee on any claim under this Contract shall be deductible, at County's sole discretion, against any claims that the Contractor may have against the County.

8.2.2 Shareholders, partners, members, or other equity holders of Contractor may transfer, sell, exchange, assign, or divest themselves of any interest they may have therein. However, in the event any such sale, transfer, exchange, assignment, or divestment is effected in such a way as to give majority control of Contractor to any person(s), corporation, partnership, or legal entity other than the majority controlling interest therein at the time of execution of the Contract, such disposition is an assignment requiring the prior written consent of County in accordance with applicable provisions of this Contract.

8.2.3 Any assumption, assignment, delegation, or takeover of any of the Contractor's duties, responsibilities, obligations, or performance of same by any entity other than the Contractor, whether through assignment, subcontract, delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever without County's express prior written approval, shall be a material breach of the Contract which may result in the termination of this Contract. In the event of such termination, County shall be entitled to pursue the same remedies against Contractor as it could pursue in the event of default by Contractor.

8.3 AUTHORIZATION WARRANTY

The Contractor represents and warrants that the person executing this Contract for the Contractor is an authorized agent who has actual authority to bind the Contractor to each and every term, condition, and obligation of this Contract and that all requirements of the Contractor have been fulfilled to provide such actual authority.

8.4 BUDGET REDUCTIONS

In the event that the County's Board of Supervisors adopts, in any fiscal year, a County Budget which provides for reductions in the salaries and benefits paid to the majority of County employees and

imposes similar reductions with respect to County Contracts, the County reserves the right to reduce its payment obligation under this Contract correspondingly for that fiscal year and any subsequent fiscal year during the term of this Contract (including any extensions), and the services to be provided by the Contractor under this Contract shall also be reduced correspondingly. The County's notice to the Contractor regarding said reduction in payment obligation shall be provided within thirty (30) calendar days of the Board's approval of such actions. Except as set forth in the preceding sentence, the Contractor shall continue to provide all of the services set forth in this Contract.

8.5 COMPLAINTS

The Contractor shall develop, maintain and operate procedures for receiving, investigating and responding to complaints.

- 8.5.1 Within seven (7) business days after Contract effective date, the Contractor shall provide the County with the Contractor's policy for receiving, investigating and responding to user complaints.
- 8.5.2 The County will review the Contractor's policy and provide the Contractor with approval of said plan or with requested changes.
- 8.5.3 If the County requests changes in the Contractor's policy, the Contractor shall make such changes and resubmit the plan within two (2) business days for County approval.
- 8.5.4 If, at any time, the Contractor wishes to change the Contractor's policy, the Contractor shall submit proposed changes to the County for approval before implementation.
- 8.5.5 The Contractor shall preliminarily investigate all complaints and notify the County's Project Manager of the status of the investigation within one (1) business day of receiving the complaint.
- 8.5.6 When complaints cannot be resolved informally, a system of follow-through shall be instituted which adheres to formal plans for specific actions and strict time deadlines.
- 8.5.7 Copies of all written responses shall be sent to the County's Project Manager within one (1) business day of mailing to the complainant.

8.6 COMPLIANCE WITH APPLICABLE LAW

8.6.1 In the performance of this Contract, Contractor shall comply with all applicable Federal, State and local laws, rules, regulations, ordinances, directives, guidelines, policies and procedures, and all provisions required thereby to be included in this Contract are hereby incorporated herein by reference.

8.6.2 Contractor shall indemnify, defend, and hold harmless County, its officers, employees, and agents, from and against any and all claims, demands, damages, liabilities, losses, costs, and expenses, including, without limitation, defense costs and legal, accounting and other expert, consulting or professional fees, arising from, connected with, or related to any failure by Contractor, its officers, employees, agents, or subcontractors, to comply with any such laws, rules, regulations, ordinances, directives, guidelines, policies, or procedures, as determined by County in its sole judgment. Any legal defense pursuant to Contractor's indemnification obligations under this Paragraph 8.6 shall be conducted by Contractor and performed by counsel selected by Contractor and approved by County. Notwithstanding the preceding sentence, County shall have the right to participate in any such defense at its sole cost and expense, except that in the event Contractor fails to provide County with a full and adequate defense, as determined by County in its sole judgment, County shall be entitled to retain its own counsel, including, without limitation, County Counsel, and obtain reimbursement from Contractor for all such costs and expenses incurred by County in doing so. Contractor shall not have the right to enter into any settlement, agree to any injunction or other equitable relief, or make any admission, in each case, on behalf of County without County's prior written approval.

8.7 COMPLIANCE WITH CIVIL RIGHTS LAWS

The Contractor hereby assures that it will comply with Subchapter VI of the Civil Rights Act of 1964, 42 USC Sections 2000 (e) (1) through 2000 (e) (17), to the end that no person shall, on the grounds of race, creed, color, sex, religion, ancestry, age, condition of physical handicap, marital status, political affiliation, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract. The Contractor shall comply with Exhibit D - Contractor's EEO Certification.

8.8 COMPLIANCE WITH THE COUNTY'S JURY SERVICE PROGRAM

8.8.1 Jury Service Program:

This Contract is subject to the provisions of the County's ordinance entitled Contractor Employee Jury Service ("Jury Service Program") as codified in Sections 2.203.010 through 2.203.090 of the Los Angeles County Code, a copy of which is attached as Exhibit H and incorporated by reference into and made a part of this Contract.

8.8.2 Written Employee Jury Service Policy.

1. Unless the Contractor has demonstrated to the County's satisfaction either that the Contractor is not a "Contractor" as defined under the Jury Service Program (Section 2.203.020 of the County Code) or that the Contractor qualifies for an exception to the Jury Service Program (Section 2.203.070 of the County Code), the Contractor shall have and adhere to a written policy that provides that its Employees shall receive from the Contractor, on an annual basis, no less than five days of regular pay for actual jury service. The policy may provide that Employees deposit any fees received for such jury service with the Contractor or that the Contractor deduct from the Employee's regular pay the fees received for jury service.
2. For purposes of this sub-paragraph, "Contractor" means a person, partnership, corporation or other entity which has a contract with the County or a subcontract with a County Contractor and has received or will receive an aggregate sum of \$50,000 or more in any 12-month period under one or more County contracts or subcontracts. "Employee" means any California resident who is a full-time employee of the Contractor. "Full-time" means 40 hours or more worked per week, or a lesser number of hours if: 1) the lesser number is a recognized industry standard as determined by the County, or 2) Contractor has a long-standing practice that defines the lesser number of hours as full-time. Full-time employees providing short-term, temporary services of 90 days or less within a 12-month period are not considered full-time for purposes of the Jury Service Program. If the Contractor uses any Subcontractor to perform services for the County under the Contract, the Subcontractor shall also be subject to the provisions of

this sub-paragraph. The provisions of this sub-paragraph shall be inserted into any such subcontract agreement and a copy of the Jury Service Program shall be attached to the agreement.

3. If the Contractor is not required to comply with the Jury Service Program when the Contract commences, the Contractor shall have a continuing obligation to review the applicability of its "exception status" from the Jury Service Program, and the Contractor shall immediately notify the County if the Contractor at any time either comes within the Jury Service Program's definition of "Contractor" or if the Contractor no longer qualifies for an exception to the Jury Service Program. In either event, the Contractor shall immediately implement a written policy consistent with the Jury Service Program. The County may also require, at any time during the Contract and at its sole discretion, that the Contractor demonstrate, to the County's satisfaction that the Contractor either continues to remain outside of the Jury Service Program's definition of "Contractor" and/or that the Contractor continues to qualify for an exception to the Program.
4. Contractor's violation of this sub-paragraph of the Contract may constitute a material breach of the Contract. In the event of such material breach, County may, in its sole discretion, terminate the Contract and/or bar the Contractor from the award of future County contracts for a period of time consistent with the seriousness of the breach.

8.9 CONFLICT OF INTEREST

- 8.9.1 No County employee whose position with the County enables such employee to influence the award of this Contract or any competing Contract, and no spouse or economic dependent of such employee, shall be employed in any capacity by the Contractor or have any other direct or indirect financial interest in this Contract. No officer or employee of the Contractor who may financially benefit from the performance of work hereunder shall in any way participate in the County's approval, or ongoing evaluation, of such work, or in any way attempt to unlawfully influence the County's approval or ongoing evaluation of such work.
- 8.9.2 The Contractor shall comply with all conflict of interest laws, ordinances, and regulations now in effect or hereafter

to be enacted during the term of this Contract. The Contractor warrants that it is not now aware of any facts that create a conflict of interest. If the Contractor hereafter becomes aware of any facts that might reasonably be expected to create a conflict of interest, it shall immediately make full written disclosure of such facts to the County. Full written disclosure shall include, but is not limited to, identification of all persons implicated and a complete description of all relevant circumstances. Failure to comply with the provisions of this sub-paragraph shall be a material breach of this Contract.

8.10 CONSIDERATION OF HIRING COUNTY EMPLOYEES TARGETED FOR LAYOFF/OR RE-EMPLOYMENT LIST

Should the Contractor require additional or replacement personnel after the effective date of this Contract to perform the services set forth herein, the Contractor shall give first consideration for such employment openings to qualified, permanent County employees who are targeted for layoff or qualified, former County employees who are on a re-employment list during the life of this Contract.

8.11 CONSIDERATION OF HIRING GAIN/GROW PROGRAM PARTICIPANTS

8.11.1 Should the Contractor require additional or replacement personnel after the effective date of this Contract, the Contractor shall give consideration for any such employment openings to participants in the County's Department of Public Social Services Greater Avenues for Independence (GAIN) Program or General Relief Opportunity for Work (GROW) Program who meet the Contractor's minimum qualifications for the open position. For this purpose, consideration shall mean that the Contractor will interview qualified candidates. The County will refer GAIN/GROW participants by job category to the Contractor.

8.11.2 In the event that both laid-off County employees and GAIN/GROW participants are available for hiring, County employees shall be given first priority.

8.12 CONTRACTOR RESPONSIBILITY AND DEBARMENT

8.12.1 Responsible Contractor

A responsible Contractor is a Contractor who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity and experience to satisfactorily

perform the contract. It is the County's policy to conduct business only with responsible Contractors.

8.12.2 Chapter 2.202 of the County Code

The Contractor is hereby notified that, in accordance with Chapter 2.202 of the County Code, if the County acquires information concerning the performance of the Contractor on this or other contracts which indicates that the Contractor is not responsible, the County may, in addition to other remedies provided in the Contract, debar the Contractor from bidding or proposing on, or being awarded, and/or performing work on County contracts for a specified period of time, which generally will not exceed five years but may exceed five years or be permanent if warranted by the circumstances, and terminate any or all existing Contracts the Contractor may have with the County.

8.12.3 Non-responsible Contractor

The County may debar a Contractor if the Board of Supervisors finds, in its discretion, that the Contractor has done any of the following: (1) violated a term of a contract with the County or a nonprofit corporation created by the County, (2) committed an act or omission which negatively reflects on the Contractor's quality, fitness or capacity to perform a contract with the County, any other public entity, or a nonprofit corporation created by the County, or engaged in a pattern or practice which negatively reflects on same, (3) committed an act or offense which indicates a lack of business integrity or business honesty, or (4) made or submitted a false claim against the County or any other public entity.

8.12.4 Contractor Hearing Board

1. If there is evidence that the Contractor may be subject to debarment, the Department will notify the Contractor in writing of the evidence which is the basis for the proposed debarment and will advise the Contractor of the scheduled date for a debarment hearing before the Contractor Hearing Board.
2. The Contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. The Contractor and/or the Contractor's representative shall be given an opportunity to submit evidence at that hearing. After the hearing, the Contractor Hearing Board shall prepare a tentative

proposed decision, which shall contain a recommendation regarding whether the Contractor should be debarred, and, if so, the appropriate length of time of the debarment. The Contractor and the Department shall be provided an opportunity to object to the tentative proposed decision prior to its presentation to the Board of Supervisors.

3. After consideration of any objections, or if no objections are submitted, a record of the hearing, the proposed decision, and any other recommendation of the Contractor Hearing Board shall be presented to the Board of Supervisors. The Board of Supervisors shall have the right to modify, deny, or adopt the proposed decision and recommendation of the Contractor Hearing Board.
4. If a Contractor has been debarred for a period longer than five (5) years, that Contractor may after the debarment has been in effect for at least five (5) years, submit a written request for review of the debarment determination to reduce the period of debarment or terminate the debarment. The County may, in its discretion, reduce the period of debarment or terminate the debarment if it finds that the Contractor has adequately demonstrated one or more of the following: (1) elimination of the grounds for which the debarment was imposed; (2) a bona fide change in ownership or management; (3) material evidence discovered after debarment was imposed; or (4) any other reason that is in the best interests of the County.
5. The Contractor Hearing Board will consider a request for review of a debarment determination only where (1) the Contractor has been debarred for a period longer than five (5) years; (2) the debarment has been in effect for at least five (5) years; and (3) the request is in writing, states one or more of the grounds for reduction of the debarment period or termination of the debarment, and includes supporting documentation. Upon receiving an appropriate request, the Contractor Hearing Board will provide notice of the hearing on the request. At the hearing, the Contractor Hearing Board shall conduct a hearing where evidence on the proposed reduction of debarment period or termination of debarment is presented. This hearing shall be conducted and the

request for review decided by the Contractor Hearing Board pursuant to the same procedures as for a debarment hearing.

6. The Contractor Hearing Board's proposed decision shall contain a recommendation on the request to reduce the period of debarment or terminate the debarment. The Contractor Hearing Board shall present its proposed decision and recommendation to the Board of Supervisors. The Board of Supervisors shall have the right to modify, deny, or adopt the proposed decision and recommendation of the Contractor Hearing Board.

8.12.5 Subcontractors of Contractor

These terms shall also apply to Subcontractors of County Contractors.

8.13 CONTRACTOR'S ACKNOWLEDGEMENT OF COUNTY'S COMMITMENT TO THE SAFELY SURRENDERED BABY LAW

The Contractor acknowledges that the County places a high priority on the implementation of the Safely Surrendered Baby Law. The Contractor understands that it is the County's policy to encourage all County Contractors to voluntarily post the County's "Safely Surrendered Baby Law" poster in a prominent position at the Contractor's place of business. The Contractor will also encourage its Subcontractors, if any, to post this poster in a prominent position in the Subcontractor's place of business. The County's Department of Children and Family Services will supply the Contractor with the poster to be used. Information on how to receive the poster can be found on the Internet at www.babysafela.org.

8.14 CONTRACTOR'S WARRANTY OF ADHERENCE TO COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM

8.14.1 The Contractor acknowledges that the County has established a goal of ensuring that all individuals who benefit financially from the County through Contract are in compliance with their court-ordered child, family and spousal support obligations in order to mitigate the economic burden otherwise imposed upon the County and its taxpayers.

8.14.2 As required by the County's Child Support Compliance Program (County Code Chapter 2.200) and without limiting the Contractor's duty under this Contract to comply with all applicable provisions of law, the Contractor warrants that it

is now in compliance and shall during the term of this Contract maintain in compliance with employment and wage

reporting requirements as required by the Federal Social Security Act (42 USC Section 653a) and California Unemployment Insurance Code Section 1088.5, and shall implement all lawfully served Wage and Earnings Withholding Orders or Child Support Services Department Notices of Wage and Earnings Assignment for Child, Family or Spousal Support, pursuant to Code of Civil Procedure Section 706.031 and Family Code Section 5246(b).

8.15 COUNTY'S QUALITY ASSURANCE PLAN

The County or its agent will evaluate the Contractor's performance under this Contract on not less than an annual basis. Such evaluation will include assessing the Contractor's compliance with all Contract terms and conditions and performance standards. Contractor deficiencies which the County determines are severe or continuing and that may place performance of the Contract in jeopardy if not corrected will be reported to the Board of Supervisors.

The report will include improvement/corrective action measures taken by the County and the Contractor. If improvement does not occur consistent with the corrective action measures, the County may terminate this Contract or impose other penalties as specified in this Contract.

The Contractor's Project Manager or Supervisor shall meet monthly or as requested by County with the County Contract Monitor and inspect the facility on any shift to ensure the quality of the custodial/housekeeping services being performed. A summary report of findings, including all deficiencies, will be prepared by the County and submitted to Contractor for remedial action. Contractor will provide Performance Monthly Inspection Report by the 15th of the following month and a copy will be provided to the County Project Manager the report will include improvement/corrective action measures taken by the County and the Contractor. If improvement does not occur consistent with the corrective action measures, the County may terminate this Contract or impose other penalties as specified in this Contract.

8.16 DAMAGE TO COUNTY FACILITIES, BUILDINGS OR GROUNDS

8.16.1 The Contractor shall repair, or cause to be repaired, at its own cost, any and all damage to County facilities, buildings, or grounds caused by the Contractor or employees or agents of the Contractor. Such repairs shall be made immediately after the Contractor has become aware of such

damage, but in no event later than thirty (30) days after the occurrence.

- 8.16.2 If the Contractor fails to make timely repairs, County may make any necessary repairs. All costs incurred by County, as determined by County, for such repairs shall be reimbursed by the Contractor by cash payment upon demand.

8.17 EMPLOYMENT ELIGIBILITY VERIFICATION

- 8.17.1 The Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Contract meet the citizenship or alien status requirements set forth in Federal and State statutes and regulations. The Contractor shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal and State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, (P.L. 99-603), or as they currently exist and as they may be hereafter amended. The Contractor shall retain all such documentation for all covered employees for the period prescribed by law.
- 8.17.2 The Contractor shall indemnify, defend, and hold harmless, the County, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Contractor or the County or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Contract.

8.18 FACSIMILE REPRESENTATIONS

The County and the Contractor hereby agree to regard facsimile representations of original signatures of authorized officers of each party, when appearing in appropriate places on the Amendments prepared pursuant to sub-paragraph 8.1, and received via communications facilities, as legally sufficient evidence that such original signatures have been affixed to Amendments to this Contract, such that the parties need not follow up facsimile transmissions of such documents with subsequent (non-facsimile) transmission of "original" versions of such documents.

8.19 FAIR LABOR STANDARDS

The Contractor shall comply with all applicable provisions of the Federal Fair Labor Standards Act and shall indemnify, defend, and hold harmless the County and its agents, officers, and employees from any and all liability, including, but not limited to, wages, overtime pay, liquidated damages, penalties, court costs, and attorneys' fees arising under any wage and hour law, including, but not limited to, the Federal Fair Labor Standards Act, for work performed by the Contractor's employees for which the County may be found jointly or solely liable.

8.20 FORCE MAJEURE

8.20.1 Neither party shall be liable for such party's failure to perform its obligations under and in accordance with this Contract, if such failure arises out of fires, floods, epidemics, quarantine restrictions, other natural occurrences, strikes, lockouts (other than a lockout by such party or any of such party's subcontractors), freight embargoes, or other similar events to those described above, but in every such case the failure to perform must be totally beyond the control and without any fault or negligence of such party (such events are referred to in this sub-paragraph as "force majeure events").

8.20.2 Notwithstanding the foregoing, a default by a subcontractor of Contractor shall not constitute a force majeure event, unless such default arises out of causes beyond the control of both Contractor and such subcontractor, and without any fault or negligence of either of them. In such case, Contractor shall not be liable for failure to perform, unless the goods or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit Contractor to meet the required performance schedule. As used in this sub-paragraph, the term "subcontractor" and "subcontractors" mean subcontractors at any tier.

8.20.3 In the event Contractor's failure to perform arises out of a force majeure event, Contractor agrees to use commercially reasonable best efforts to obtain goods or services from other sources, if applicable, and to otherwise mitigate the damages and reduce the delay caused by such force majeure event.

8.21 GOVERNING LAW, JURISDICTION, AND VENUE

This Contract shall be governed by, and construed in accordance with, the laws of the State of California. The Contractor agrees and consents to the exclusive jurisdiction of the courts of the State of California for all purposes regarding this Contract and further agrees and consents that venue of any action brought hereunder shall be exclusively in the County of Los Angeles.

8.22 INDEPENDENT CONTRACTOR STATUS

8.22.1 This Contract is by and between the County and the Contractor and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association, as between the County and the Contractor. The employees and agents of one party shall not be, or be construed to be, the employees or agents of the other party for any purpose whatsoever.

8.22.2 The Contractor shall be solely liable and responsible for providing to, or on behalf of, all persons performing work pursuant to this Contract all compensation and benefits. The County shall have no liability or responsibility for the payment of any salaries, wages, unemployment benefits, disability benefits, Federal, State, or local taxes, or other compensation, benefits, or taxes for any personnel provided by or on behalf of the Contractor.

8.22.3 The Contractor understands and agrees that all persons performing work pursuant to this Contract are, for purposes of Workers' Compensation liability, solely employees of the Contractor and not employees of the County. The Contractor shall be solely liable and responsible for furnishing any and all Workers' Compensation benefits to any person as a result of any injuries arising from or connected with any work performed by or on behalf of the Contractor pursuant to this Contract.

8.22.4 The Contractor shall adhere to the provisions stated in subparagraph 7.5 - Confidentiality.

8.23 INDEMNIFICATION

The Contractor shall indemnify, defend and hold harmless the County, its Special Districts, elected and appointed officers, employees, and agents from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising

from or connected with the Contractor's acts and/or omissions arising from and/or relating to this Contract.

8.24 GENERAL PROVISIONS FOR ALL INSURANCE COVERAGE

Without limiting Contractor's indemnification of County, and in the performance of this Contract and until all of its obligations pursuant to this Contract have been met, Contractor shall provide and maintain at its own expense insurance coverage satisfying the requirements specified in Sections 8.24 and 8.25 of this Contract. These minimum insurance coverage terms, types and limits (the "Required Insurance") also are in addition to and separate from any other contractual obligation imposed upon Contractor pursuant to this Contract. The County in no way warrants that the Required Insurance is sufficient to protect the Contractor for liabilities which may arise from or relate to this Contract.

8.24.1 Evidence of Coverage and Notice to County

- Certificate(s) of insurance coverage (Certificate) satisfactory to County, and a copy of an Additional Insured endorsement confirming County and its Agents (defined below) has been given Insured status under the Contractor's General Liability policy, shall be delivered to County at the address shown below and provided prior to commencing services under this Contract.
- Renewal Certificates shall be provided to County not less than 10 days prior to Contractor's policy expiration dates. The County reserves the right to obtain complete, certified copies of any required Contractor and/or Sub-Contractor insurance policies at any time.
- Certificates shall identify all Required Insurance coverage types and limits specified herein, reference this Contract by name or number, and be signed by an authorized representative of the insurer(s). The Insured party named on the Certificate shall match the name of the Contractor identified as the contracting party in this Contract. Certificates shall provide the full name of each insurer providing coverage, its NAIC (National Association of Insurance Commissioners) identification number, its financial rating, the amounts of any policy deductibles or self-insured retentions exceeding fifty thousand (\$50,000.00) dollars, and list any County required endorsement forms.

- Neither the County's failure to obtain, nor the County's receipt of, or failure to object to a non-complying insurance certificate or endorsement, or any other insurance documentation or information provided by the Contractor, its insurance broker(s) and/or insurer(s), shall be construed as a waiver of any of the Required Insurance provisions.

Certificates and copies of any required endorsements shall be sent to:

County of Los Angeles
Internal Services Department
1100 North Eastern Avenue
Los Angeles, CA 90063

Contractor also shall promptly report to County any injury or property damage accident or incident, including any injury to a Contractor employee occurring on County property, and any loss, disappearance, destruction, misuse, or theft of County property, monies or securities entrusted to Contractor. Contractor also shall promptly notify County of any third party claim or suit filed against Contractor or any of its Sub-Contractors which arises from or relates to this Contract, and could result in the filing of a claim or lawsuit against Contractor and/or County.

8.24.2 Additional Insured Status and Scope of Coverage

The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees and Volunteers (collectively County and its Agents) shall be provided additional insured status under Contractor's General Liability policy with respect to liability arising out of Contractor's ongoing and completed operations performed on behalf of the County. County and its Agents additional insured status shall apply with respect to liability and defense of suits arising out of the Contractor's acts or omissions, whether such liability is attributable to the Contractor or to the County. The full policy limits and scope of protection also shall apply to the County and its Agents as an additional insured, even if they exceed the County's minimum Required Insurance specifications herein. Use of an automatic additional insured endorsement form is acceptable providing it satisfies the Required Insurance provisions herein.

8.24.3 Cancellation of Insurance

Contractor shall provide County with, or Contractor's insurance policies shall contain a provision that County shall receive, written notice of cancellation or any change in Required Insurance, including insurer, limits of coverage, term of coverage or policy period. The written notice shall be provided to County at least ten (10) days in advance of cancellation for non-payment of premium and thirty (30) days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of the Contract, in the sole discretion of the County, upon which the County may suspend or terminate this Contract.

8.24.4 Failure to Maintain Insurance

Contractor's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance shall constitute a material breach of the Contract, upon which County immediately may withhold payments due to Contractor, and/or suspend or terminate this Contract. County, at its sole discretion, may obtain damages from Contractor resulting from said breach. Alternatively, the County may purchase the Required Insurance, and without further notice to Contractor, deduct the premium cost from sums due to Contractor or pursue Contractor reimbursement.

8.24.5 Insurer Financial Ratings

Coverage shall be placed with insurers acceptable to the County with A.M. Best ratings of not less than A:VII unless otherwise approved by County.

8.24.6 Contractor's Insurance Shall Be Primary

Contractor's insurance policies, with respect to any claims related to this Contract, shall be primary with respect to all other sources of coverage available to Contractor. Any County maintained insurance or self-insurance coverage shall be in excess of and not contribute to any Contractor coverage.

8.24.7 Waivers of Subrogation

To the fullest extent permitted by law, the Contractor hereby waives its rights and its insurer(s)' rights of

recovery against County under all the Required Insurance for any loss arising from or relating to this Contract. The Contractor shall require its insurers to execute any waiver of subrogation endorsements which may be necessary to effect such waiver.

8.24.8 Sub-Contractor Insurance Coverage Requirements

Contractor shall include all Sub-Contractors as insureds under Contractor's own policies, or shall provide County with each Sub-Contractor's separate evidence of insurance coverage. Contractor shall be responsible for verifying each Sub-Contractor complies with the Required Insurance provisions herein, and shall require that each Sub-Contractor name the County and Contractor as additional insureds on the Sub-Contractor's General Liability policy. Contractor shall obtain County's prior review and approval of any Sub-Contractor request for modification of the Required Insurance.

8.24.9 Deductibles and Self-Insured Retentions (SIRs)

Contractor's policies shall not obligate the County to pay any portion of any Contractor deductible or SIR. The County retains the right to require Contractor to reduce or eliminate policy deductibles and SIRs as respects the County, or to provide a bond guaranteeing Contractor's payment of all deductibles and SIRs, including all related claims investigation, administration and defense expenses. Such bond shall be executed by a corporate surety licensed to transact business in the State of California.

8.24.10 Claims Made Coverage

If any part of the Required Insurance is written on a claims made basis, any policy retroactive date shall precede the effective date of this Contract. Contractor understands and agrees it shall maintain such coverage for a period of not less than three (3) years following Contract expiration, termination or cancellation.

8.24.11 Application of Excess Liability Coverage

Contractors may use a combination of primary, and excess insurance policies which provide coverage as broad as ("follow form" over) the underlying primary policies, to satisfy the Required Insurance provisions.

8.24.12 **Separation of Insureds**

All liability policies shall provide cross-liability coverage as would be afforded by the standard ISO (Insurance Services Office, Inc.) separation of insureds provision with no insured versus insured exclusions or limitations.

8.24.13 **Alternative Risk Financing Programs**

The County reserves the right to review, and then approve, Contractor use of self-insurance, risk retention groups, risk purchasing groups, pooling arrangements and captive insurance to satisfy the Required Insurance provisions. The County and its Agents shall be designated as an Additional Covered Party under any approved program.

8.24.14 **County Review and Approval of Insurance Requirements**

The County reserves the right to review and adjust the Required Insurance provisions, conditioned upon County's determination of changes in risk exposures.

8.25 INSURANCE COVERAGE

8.25.1 **Commercial General Liability** insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming County and its Agents as an additional insured, with limits of not less than:

General Aggregate:	\$2 million
Products/Completed Operations Aggregate:	\$1 million
Personal and Advertising Injury:	\$1 million
Each Occurrence:	\$1 million

8.25.2 **Automobile Liability** insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance shall cover liability arising out of Contractor's use of autos pursuant to this Contract, including owned, leased, hired, and/or non-owned autos, as each may be applicable.

8.25.3 **Workers Compensation and Employers' Liability** insurance or qualified self-insurance satisfying statutory

requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If Contractor will provide leased employees, or, is an employee leasing or temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that County will receive not less than thirty (30) days advance written notice of cancellation of this coverage provision. If applicable to Contractor's operations, coverage also shall be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.

8.26 LIQUIDATED DAMAGES

- 8.26.1 If, in the judgment of the Director, or his/her designee, the Contractor is deemed to be non-compliant with the terms and obligations assumed hereby, the Director, or his/her designee, at his/her option, in addition to, or in lieu of, other remedies provided herein, may withhold the entire monthly payment or deduct pro rata from the Contractor's invoice for work not performed. A description of the work not performed and the amount to be withheld or deducted from payments to the Contractor from the County, will be forwarded to the Contractor by the Director, or his/her designee, in a written notice describing the reasons for said action.
- 8.26.2 If the Director, or his/her designee, determines that there are deficiencies in the performance of this Contract that the Director, or his/her designee, deems are correctable by the Contractor over a certain time span, the Director, or his/her designee, will provide a written notice to the Contractor to correct the deficiency within specified time frames. Should the Contractor fail to correct deficiencies within said time frame, the Director, or his/her designee, may: (a) Deduct from the Contractor's payment, pro rata, those applicable portions of the Monthly Contract Sum; and/or (b) Deduct liquidated damages. The parties agree that it will be impracticable or extremely difficult to fix the extent of actual damages resulting from the failure of the Contractor to correct a deficiency within the specified time frame. The parties hereby agree that under the current circumstances a reasonable estimate of such damages is One Hundred Dollars (\$100) per day per infraction, or as specified in the Performance Requirements Summary (PRS) Chart, as

defined in Exhibit B, SOW, Attachment 2, hereunder, and that the Contractor shall be liable to the County for liquidated damages in said amount. Said amount shall be deducted from the County's payment to the Contractor; and/or (c) Upon giving five (5) days notice to the Contractor for failure to correct the deficiencies, the County may correct any and all deficiencies and the total costs incurred by the County for completion of the work by an alternate source, whether it be County forces or separate private contractor, will be deducted and forfeited from the payment to the Contractor from the County, as determined by the County.

8.26.3 The action noted in sub-paragraph 8.26.2 shall not be construed as a penalty, but as adjustment of payment to the Contractor to recover the County cost due to the failure of the Contractor to complete or comply with the provisions of this Contract.

8.26.4 This sub-paragraph shall not, in any manner, restrict or limit the County's right to damages for any breach of this Contract provided by law or as specified in the PRS or sub-paragraph 8.26.2, and shall not, in any manner, restrict or limit the County's right to terminate this Contract as agreed to herein.

8.27 MOST FAVORED PUBLIC ENTITY

If the Contractor's prices decline, or should the Contractor at any time during the term of this Contract provide the same goods or services under similar quantity and delivery conditions to the State of California or any county, municipality, or district of the State at prices below those set forth in this Contract, then such lower prices shall be immediately extended to the County.

8.28 NONDISCRIMINATION AND AFFIRMATIVE ACTION

8.28.1 The Contractor certifies and agrees that all persons employed by it, its affiliates, subsidiaries, or holding companies are and shall be treated equally without regard to or because of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable Federal and State anti-discrimination laws and regulations.

8.28.2 The Contractor shall certify to, and comply with, the provisions of Exhibit D - Contractor's EEO Certification.

- 8.28.3 The Contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable Federal and State anti-discrimination laws and regulations. Such action shall include, but is not limited to: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
- 8.28.4 The Contractor certifies and agrees that it will deal with its subcontractors, bidders, or vendors without regard to or because of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation.
- 8.28.5 The Contractor certifies and agrees that it, its affiliates, subsidiaries, or holding companies shall comply with all applicable Federal and State laws and regulations to the end that no person shall, on the grounds of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract.
- 8.28.6 The Contractor shall allow County representatives access to the Contractor's employment records during regular business hours to verify compliance with the provisions of this sub-paragraph 8.28 when so requested by the County.
- 8.28.7 If the County finds that any provisions of this sub-paragraph 8.28 have been violated, such violation shall constitute a material breach of this Contract upon which the County may terminate or suspend this Contract. While the County reserves the right to determine independently that the anti-discrimination provisions of this Contract have been violated, in addition, a determination by the California Fair Employment Practices Commission or the Federal Equal Employment Opportunity Commission that the Contractor has violated Federal or State anti-discrimination laws or regulations shall constitute a finding by the County that the Contractor has violated the anti-discrimination provisions of this Contract.

8.28.8 The parties agree that in the event the Contractor violates any of the anti-discrimination provisions of this Contract, the County shall, at its sole option, be entitled to the sum of Five Hundred Dollars (\$500) for each such violation pursuant to California Civil Code Section 1671 as liquidated damages in lieu of terminating or suspending this Contract.

8.29 NON EXCLUSIVITY

Nothing herein is intended nor shall be construed as creating any exclusive arrangement with the Contractor. This Contract shall not restrict Internal Services Department from acquiring similar, equal or like goods and/or services from other entities or sources.

8.30 NOTICE OF DELAYS

Except as otherwise provided under this Contract, when either party has knowledge that any actual or potential situation is delaying or threatens to delay the timely performance of this Contract, that party shall, within one (1) business day, give notice thereof, including all relevant information with respect thereto, to the other party.

8.31 NOTICE OF DISPUTES

The Contractor shall bring to the attention of the County's Project Manager and/or County's Project Director any dispute between the County and the Contractor regarding the performance of services as stated in this Contract. If the County's Project Manager or County's Project Director is not able to resolve the dispute, the (Director), or designee shall resolve it.

8.32 NOTICE TO EMPLOYEES REGARDING THE FEDERAL EARNED INCOME CREDIT

The Contractor shall notify its employees, and shall require each Subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the federal income tax laws. Such notice shall be provided in accordance with the requirements set forth in Internal Revenue Service Notice No. 1015.

8.33 NOTICE TO EMPLOYEES REGARDING THE SAFELY SURRENDERED BABY LAW

The Contractor shall notify and provide to its employees, and shall require each Subcontractor to notify and provide to its employees, a fact sheet regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. The fact sheet is set forth in Exhibit I of

this Contract and is also available on the Internet at www.babysafela.org for printing purposes.

8.34 NOTICES

All notices or demands required or permitted to be given or made under this Contract shall be in writing and shall be hand delivered with signed receipt or mailed by first-class registered or certified mail, postage prepaid, addressed to the parties as identified in Exhibits E - County's Administration and F - Contractor's Administration. Addresses may be changed by either party giving ten (10) days' prior written notice thereof to the other party. The (Director, or his/her designee) shall have the authority to issue all notices or demands required or permitted by the County under this Contract.

8.35 PROHIBITION AGAINST INDUCEMENT OR PERSUASION

Notwithstanding the above, the Contractor and the County agree that, during the term of this Contract and for a period of one year thereafter, neither party shall in any way intentionally induce or persuade any employee of one party to become an employee or agent of the other party. No bar exists against any hiring action initiated through a public announcement.

8.36 PUBLIC RECORDS ACT

8.36.1 Any documents submitted by the Contractor; all information obtained in connection with the County's right to audit and inspect the Contractor's documents, books, and accounting records pursuant to sub-paragraph 8.38 - Record Retention and Inspection/Audit Settlement of this Contract; as well as those documents which were required to be submitted in response to the Request for Proposals (RFP) used in the solicitation process for this Contract, become the exclusive property of the County. All such documents become a matter of public record and shall be regarded as public records. Exceptions will be those elements in the California Government Code Section 6250 et seq. (Public Records Act) and which are marked "trade secret", "confidential", or "proprietary". The County shall not in any way be liable or responsible for the disclosure of any such records including, without limitation, those so marked, if disclosure is required by law, or by an order issued by a court of competent jurisdiction.

8.36.2 In the event the County is required to defend an action on a Public Records Act request for any of the aforementioned documents, information, books, records, and/or contents of a proposal marked "trade secret", "confidential", or

“proprietary”, the Contractor agrees to defend and indemnify the County from all costs and expenses, including reasonable attorney’s fees, in action or liability arising under the Public Records Act.

8.37 PUBLICITY

8.37.1 The Contractor shall not disclose any details in connection with this Contract to any person or entity except as may be otherwise provided hereunder or required by law. However, in recognizing the Contractor’s need to identify its services and related clients to sustain itself, the County shall not inhibit the Contractor from publishing its role under this Contract within the following conditions:

- The Contractor shall develop all publicity material in a professional manner; and
- During the term of this Contract, the Contractor shall not, and shall not authorize another to, publish or disseminate any commercial advertisements, press releases, feature articles, or other materials using the name of the County without the prior written consent of the County’s Project Director. The County shall not unreasonably withhold written consent.

8.37.2 The Contractor may, without the prior written consent of County, indicate in its proposals and sales materials that it has been awarded this Contract with the County of Los Angeles, provided that the requirements of this subparagraph 8.37 shall apply.

8.38 RECORD RETENTION AND INSPECTION/AUDIT SETTLEMENT

The Contractor shall maintain accurate and complete financial records of its activities and operations relating to this Contract in accordance with generally accepted accounting principles. The Contractor shall also maintain accurate and complete employment and other records relating to its performance of this Contract. The Contractor agrees that the County, or its authorized representatives, shall have access to and the right to examine, audit, excerpt, copy, or transcribe any pertinent transaction, activity, or record relating to this Contract. All such material, including, but not limited to, all financial records, bank statements, cancelled checks or other proof of payment, timecards, sign-in/sign-out sheets and other time and employment records, and proprietary data and information, shall be kept and maintained by the Contractor and shall be made available to the County during the term of this Contract and for a period of five (5) years thereafter unless the County’s written permission is given

to dispose of any such material prior to such time. All such material shall be maintained by the Contractor at a location in Los Angeles County, provided that if any such material is located outside Los Angeles County, then, at the County's option, the Contractor shall pay the County for travel, per diem, and other costs incurred by the County to examine, audit, excerpt, copy, or transcribe such material at such other location.

- 8.38.1 In the event that an audit of the Contractor is conducted specifically regarding this Contract by any Federal or State auditor, or by any auditor or accountant employed by the Contractor or otherwise, then the Contractor shall file a copy of such audit report with the County's Auditor-Controller within thirty (30) days of the Contractor's receipt thereof, unless otherwise provided by applicable Federal or State law or under this Contract. Subject to applicable law, the County shall make a reasonable effort to maintain the confidentiality of such audit report(s).
- 8.38.2 Failure on the part of the Contractor to comply with any of the provisions of this sub-paragraph 8.38 shall constitute a material breach of this Contract upon which the County may terminate or suspend this Contract.
- 8.38.3 If, at any time during the term of this Contract or within five (5) years after the expiration or termination of this Contract, representatives of the County conduct an audit of the Contractor regarding the work performed under this Contract, and if such audit finds that the County's dollar liability for any such work is less than payments made by the County to the Contractor, then the difference shall be either: a) repaid by the Contractor to the County by cash payment upon demand or b) at the sole option of the County's Auditor-Controller, deducted from any amounts due to the Contractor from the County, whether under this Contract or otherwise. If such audit finds that the County's dollar liability for such work is more than the payments made by the County to the Contractor, then the difference shall be paid to the Contractor by the County by cash payment, provided that in no event shall the County's maximum obligation for this Contract exceed the funds appropriated by the County for the purpose of this Contract.
- 8.38.4 In addition to the above, the Contractor agrees, should the County or its authorized representatives determine, in the County's sole discretion, that it is necessary or appropriate to review a broader scope of the Contractor's records (including, certain records related to non-County contracts)

to enable the County to evaluate the Contractor's compliance with the County's Living Wage Program, that the Contractor shall promptly and without delay provide to the County, upon the written request of the County or its authorized representatives, access to and the right to examine, audit, excerpt, copy, or transcribe any and all transactions, activities, or records relating to any of its employees who have provided services to the County under this Contract, including without limitation, records relating to work performed by said employees on the Contractor's non-County contracts. The Contractor further acknowledges that the foregoing requirement in this subparagraph relative to Contractor's employees who have provided services to the County under this Contract is for the purpose of enabling the County in its discretion to verify the Contractor's full compliance with and adherence to California labor laws and the County's Living Wage Program. All such materials and information, including, but not limited to, all financial records, bank statements, cancelled checks or other proof of payment, timecards, sign-in/sign-out sheets and other time and employment records, and proprietary data and information, shall be kept and maintained by the Contractor and shall be made available to the County during the term of this Contract and for a period of five (5) years thereafter unless the County's written permission is given to dispose of any such materials and information prior to such time. All such materials and information shall be maintained by the Contractor at a location in Los Angeles County, provided that if any such materials and information is located outside Los Angeles County, then, at the County's option, the Contractor shall pay the County for travel, per diem, and other costs incurred by the County to examine, audit, excerpt, copy, or transcribe such materials and information at such other location.

8.38.5 In addition to the above, the Contractor agrees, should the County or its authorized representatives determine, in the County's sole discretion, that it is necessary or appropriate to review a broader scope of the Contractor's records (including, certain records related to non-County contracts) to enable the County to evaluate the Contractor's compliance with the County's Living Wage Program, that the Contractor shall promptly and without delay provide to the County, upon the written request of the County or its authorized representatives, access to and the right to examine, audit, excerpt, copy, or transcribe any and all transactions, activities, or records relating to any of its employees who have provided services to the County under this Contract, including without

limitation, records relating to work performed by said employees on the Contractor's non-County contracts. The Contractor further acknowledges that the foregoing requirement in this subparagraph relative to Contractor's employees who have provided services to the County under this Contract is for the purpose of enabling the County in its discretion to verify the Contractor's full compliance with and adherence to California labor laws and the County's Living Wage Program. All such materials and information, including, but not limited to, all financial records, bank statements, cancelled checks or other proof of payment, timecards, sign-in/sign-out sheets and other time and employment records, and proprietary data and information, shall be kept and maintained by the Contractor and shall be made available to the County during the term of this Contract and for a period of five (5) years thereafter unless the County's written permission is given to dispose of any such materials and information prior to such time. All such materials and information shall be maintained by the Contractor at a location in Los Angeles County, provided that if any such materials and information is located outside Los Angeles County, then, at the County's option, the Contractor shall pay the County for travel, per diem, and other costs incurred by the County to examine, audit, excerpt, copy, or transcribe such materials and information at such other location.

8.39 RECYCLED BOND PAPER

Consistent with the Board of Supervisors' policy to reduce the amount of solid waste deposited at the County landfills, the Contractor agrees to use recycled-content paper to the maximum extent possible on this Contract.

8.40 SUBCONTRACTING

8.40.1 The requirements of this Contract may not be subcontracted by the Contractor **without the advance approval of the County**. Any attempt by the Contractor to subcontract without the prior consent of the County may be deemed a material breach of this Contract.

8.40.2 If the Contractor desires to subcontract, the Contractor shall provide the following information promptly at the County's request:

- A description of the work to be performed by the Subcontractor;
- A draft copy of the proposed subcontract; and

- Other pertinent information and/or certifications requested by the County.
- 8.40.3 The Contractor shall indemnify and hold the County harmless with respect to the activities of each and every Subcontractor in the same manner and to the same degree as if such Subcontractor(s) were the Contractor employees.
- 8.40.4 The Contractor shall remain fully responsible for all performances required of it under this Contract including those that the Contractor has determined to subcontract, notwithstanding the County's approval of the Contractor's proposed subcontract.
- 8.40.5 The County's consent to subcontract shall not waive the County's right to prior and continuing approval of any and all personnel, including Subcontractor employees, providing services under this Contract. The Contractor is responsible to notify its Subcontractors of this County right.
- 8.40.6 The County's Project Director is authorized to act for and on behalf of the County with respect to approval of any subcontract and Subcontractor employees. After approval of the subcontract by the County, Contractor shall forward a fully executed subcontract to the County for their files.
- 8.40.7 The Contractor shall be solely liable and responsible for all payments or other compensation to all Subcontractors and their officers, employees, agents, and successors in interest arising through services performed hereunder, notwithstanding the County's consent to subcontract.
- 8.40.8 The Contractor shall obtain certificates of insurance, which establish that the Subcontractor maintains all the programs of insurance required by the County from each approved Subcontractor. Before any Subcontractor employee may perform any work hereunder, the Contractor shall ensure delivery of all such documents to:

Sandra Braxton
1100 N. Eastern Ave., 1st Floor
Facilities Operations Services/Custodial Services Division
Los Angeles, CA 90063

8.41 TERMINATION FOR BREACH OF WARRANTY TO MAINTAIN COMPLIANCE WITH COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM

Failure of the Contractor to maintain compliance with the requirements set forth in sub-paragraph 8.14 - Contractor's Warranty of Adherence to County's Child Support Compliance Program, shall constitute default under this Contract. Without limiting the rights and remedies available to the County under any other provision of this Contract, failure of the Contractor to cure such default within ninety (90) calendar days of written notice shall be grounds upon which the County may terminate this Contract pursuant to sub-paragraph 8.43 - Termination for Default and pursue debarment of the Contractor, pursuant to County Code Chapter 2.202.

8.42 TERMINATION FOR CONVENIENCE

8.42.1 This Contract may be terminated, in whole or in part, from time to time, when such action is deemed by the County, in its sole discretion, to be in its best interest. Termination of work hereunder shall be effected by notice of termination to the Contractor specifying the extent to which performance of work is terminated and the date upon which such termination becomes effective. The date upon which such termination becomes effective shall be no less than ten (10) days after the notice is sent.

8.42.2 After receipt of a notice of termination and except as otherwise directed by the County, the Contractor shall:

- Stop work under this Contract on the date and to the extent specified in such notice, and
- Complete performance of such part of the work as shall not have been terminated by such notice.

8.42.3 All material including books, records, documents, or other evidence bearing on the costs and expenses of the Contractor under this Contract shall be maintained by the Contractor in accordance with sub-paragraph 8.38, Record Retention and Inspection/Audit Settlement.

8.43 TERMINATION FOR DEFAULT

8.43.1 The County may, by written notice to the Contractor, terminate the whole or any part of this Contract, if, in the judgment of County's Project Director:

- Contractor has materially breached this Contract; or

- Contractor fails to timely provide and/or satisfactorily perform any task, deliverable, service, or other work required either under this Contract; or
- Contractor fails to demonstrate a high probability of timely fulfillment of performance requirements under this Contract, or of any obligations of this Contract and in either case, fails to demonstrate convincing progress toward a cure within five (5) working days (or such longer period as the County may authorize in writing) after receipt of written notice from the County specifying such failure.

8.43.2 In the event that the County terminates this Contract in whole or in part as provided in sub-paragraph 8.43.1, the County may procure, upon such terms and in such manner as the County may deem appropriate, goods and services similar to those so terminated. The Contractor shall be liable to the County for any and all excess costs incurred by the County, as determined by the County, for such similar goods and services. The Contractor shall continue the performance of this Contract to the extent not terminated under the provisions of this sub-paragraph.

8.43.3 Except with respect to defaults of any Subcontractor, the Contractor shall not be liable for any such excess costs of the type identified in sub-paragraph 8.43.2 if its failure to perform this Contract arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include, but are not limited to: acts of God or of the public enemy, acts of the County in either its sovereign or contractual capacity, acts of Federal or State governments in their sovereign capacities, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case, the failure to perform must be beyond the control and without the fault or negligence of the Contractor. If the failure to perform is caused by the default of a Subcontractor, and if such default arises out of causes beyond the control of both the Contractor and Subcontractor, and without the fault or negligence of either of them, the Contractor shall not be liable for any such excess costs for failure to perform, unless the goods or services to be furnished by the Subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required performance schedule. As used in this sub-paragraph, the term "Subcontractor(s)" means Subcontractor(s) at any tier.

- 8.43.4 If, after the County has given notice of termination under the provisions of this sub-paragraph 8.43, it is determined by the County that the Contractor was not in default under the provisions of this sub-paragraph 8.43, or that the default was excusable under the provisions of sub-paragraph 8.43.3, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to sub-paragraph 8.42 - Termination for Convenience.
- 8.43.5 The rights and remedies of the County provided in this sub-paragraph 8.43 shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

8.44 TERMINATION FOR IMPROPER CONSIDERATION

- 8.44.1 The County may, by written notice to the Contractor, immediately terminate the right of the Contractor to proceed under this Contract if it is found that consideration, in any form, was offered or given by the Contractor, either directly or through an intermediary, to any County officer, employee, or agent with the intent of securing this Contract or securing favorable treatment with respect to the award, amendment, or extension of this Contract or the making of any determinations with respect to the Contractor's performance pursuant to this Contract. In the event of such termination, the County shall be entitled to pursue the same remedies against the Contractor as it could pursue in the event of default by the Contractor.
- 8.44.2 The Contractor shall immediately report any attempt by a County officer or employee to solicit such improper consideration. The report shall be made either to the County manager charged with the supervision of the employee or to the County Auditor-Controller's Employee Fraud Hotline at (800) 544-6861.
- 8.44.3 Among other items, such improper consideration may take the form of cash, discounts, service, the provision of travel or entertainment, or tangible gifts.

8.45 TERMINATION FOR INSOLVENCY

- 8.45.1 The County may terminate this Contract forthwith in the event of the occurrence of any of the following:
- Insolvency of the Contractor. The Contractor shall be deemed to be insolvent if it has ceased to pay its debts

for at least sixty (60) days in the ordinary course of business or cannot pay its debts as they become due, whether or not a petition has been filed under the Federal Bankruptcy Code and whether or not the Contractor is insolvent within the meaning of the Federal Bankruptcy Code;

- The filing of a voluntary or involuntary petition regarding the Contractor under the Federal Bankruptcy Code;
- The appointment of a Receiver or Trustee for the Contractor; or
- The execution by the Contractor of a general assignment for the benefit of creditors.

8.45.2 The rights and remedies of the County provided in this subparagraph 8.45 shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

8.46 TERMINATION FOR NON-ADHERENCE OF COUNTY LOBBYIST ORDINANCE

The Contractor, and each County Lobbyist or County Lobbying firm as defined in County Code Section 2.160.010 retained by the Contractor, shall fully comply with the County's Lobbyist Ordinance, County Code Chapter 2.160. Failure on the part of the Contractor or any County Lobbyist or County Lobbying firm retained by the Contractor to fully comply with the County's Lobbyist Ordinance shall constitute a material breach of this Contract, upon which the County may in its sole discretion, immediately terminate or suspend this Contract.

8.47 TERMINATION FOR NON-APPROPRIATION OF FUNDS

Notwithstanding any other provision of this Contract, the County shall not be obligated for the Contractor's performance hereunder or by any provision of this Contract during any of the County's future fiscal years unless and until the County's Board of Supervisors appropriates funds for this Contract in the County's Budget for each such future fiscal year. In the event that funds are not appropriated for this Contract, then this Contract shall terminate as of June 30 of the last fiscal year for which funds were appropriated. The County shall notify the Contractor in writing of any such non-allocation of funds at the earliest possible date.

8.48 VALIDITY

If any provision of this Contract or the application thereof to any person or circumstance is held invalid, the remainder of this Contract and the application of such provision to other persons or circumstances shall not be affected thereby.

8.49 WAIVER

No waiver by the County of any breach of any provision of this Contract shall constitute a waiver of any other breach or of such provision. Failure of the County to enforce at any time, or from time to time, any provision of this Contract shall not be construed as a waiver thereof. The rights and remedies set forth in this subparagraph 8.49 shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

8.50 WARRANTY AGAINST CONTINGENT FEES

8.50.1 The Contractor warrants that no person or selling agency has been employed or retained to solicit or secure this Contract upon any Contract or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business.

8.50.2 For breach of this warranty, the County shall have the right to terminate this Contract and, at its sole discretion, deduct from the Contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

8.51 WARRANTY OF COMPLIANCE WITH COUNTY'S DEFAULTED PROPERTY TAX REDUCTION PROGRAM

Contractor acknowledges that County has established a goal of ensuring that all individuals and businesses that benefit financially from County through contract are current in paying their property tax obligations (secured and unsecured roll) in order to mitigate the economic burden otherwise imposed upon County and its taxpayers.

Unless Contractor qualifies for an exemption or exclusion, Contractor warrants and certifies that to the best of its knowledge it is now in compliance, and during the term of this contract will maintain compliance, with Los Angeles County Code Chapter 2.206.

8.52 TERMINATION FOR BREACH OF WARRANTY TO MAINTAIN COMPLIANCE WITH COUNTY'S DEFAULTED PROPERTY TAX REDUCTION PROGRAM

Failure of Contractor to maintain compliance with the requirements set forth in Paragraph 8.51 "Warranty of Compliance with County's Defaulted Property Tax Reduction Program" shall constitute default under this contract. Without limiting the rights and remedies available to County under any other provision of this contract, failure of Contractor to cure such default within 10 days of notice shall be grounds upon which County may terminate this contract and/or pursue debarment of Contractor, pursuant to County Code Chapter 2.206.

9.0 UNIQUE TERMS AND CONDITIONS

9.1 COMPLIANCE WITH THE COUNTY'S LIVING WAGE PROGRAM

9.1.1 Living Wage Program

This Contract is subject to the provisions of the County's ordinance entitled Living Wage Program as codified in Sections 2.201.010 through 2.201.100 of the Los Angeles County Code, a copy of which is attached as Exhibit J and incorporated by reference into and made a part of this Contract.

9.1.2 Payment of Living Wage Rates

1. Unless the Contractor has demonstrated to the County's satisfaction either that the Contractor is not an "Employer" as defined under the Program (Section 2.201.020 of the County Code) or that the Contractor qualifies for an exception to the Living Wage Program (Section 2.201.090 of the County Code), the Contractor shall pay its Employees no less than the applicable hourly living wage rate, as set forth immediately below, for the Employees' services provided to the County, including, without limitation, "Travel Time" as defined below at subsection 5 of this Subparagraph 9.1.2 under the Contract:
 - a. Not less than \$11.84 per hour if, in addition to the per-hour wage, the Contractor contributes less than \$2.20 per hour towards the provision of bona fide health care benefits for its Employees and any dependents; or

- b. Not less than \$9.64 per hour if, in addition to the per-hour wage, the Contractor contributes at least \$2.20 per hour towards the provision of bona fide health care benefits for its Employees and any dependents. The Contractor will be deemed to have contributed \$2.20 per hour towards the provision of bona fide health care benefits if the benefits are provided through the County Department of Health Services Community Health Plan. If, at any time during the Contract, the Contractor contributes less than \$2.20 per hour towards the provision of bona fide health care benefits, the Contractor shall be required to pay its Employees the higher hourly living wage rate.
2. For purposes of this sub-paragraph, "Contractor" includes any subcontractor engaged by the Contractor to perform services for the County under the Contract. If the Contractor uses any subcontractor to perform services for the County under the Contract, the subcontractor shall be subject to the provisions of this sub-paragraph. The provisions of this sub-paragraph shall be inserted into any such subcontract and a copy of the Living Wage Program shall be attached to the subcontract. "Employee" means any individual who is an employee of the Contractor under the laws of California, and who is providing full-time services to the Contractor, some or all of which are provided to the County under the Contract. "Full-time" means a minimum of 40 hours worked per week, or a lesser number of hours, if the lesser number is a recognized industry standard and is approved as such by the County; however, fewer than 35 hours worked per week will not, in any event, be considered full-time.
3. If the Contractor is required to pay a living wage when the Contract commences, the Contractor shall continue to pay a living wage for the entire term of the Contract, including any option period.
4. If the Contractor is not required to pay a living wage when the Contract commences, the Contractor shall have a continuing obligation to review the applicability of its "exemption status" from the living wage requirement. The Contractor shall immediately notify the County if the Contractor at any time either comes within the Living Wage Program's definition of "Employer" or if the Contractor no longer qualifies for an

exception to the Living Wage Program. In either event, the Contractor shall immediately be required to commence paying the living wage and shall be obligated to pay the living wage for the remaining term of the Contract, including any option period. The County may also require, at any time during the Contract and at its sole discretion, that the Contractor demonstrate to the County's satisfaction that the Contractor either continues to remain outside of the Living Wage Program's definition of "Employer" and/or that the Contractor continues to qualify for an exception to the Living Wage Program. Unless the Contractor satisfies this requirement within the time frame permitted by the County, the Contractor shall immediately be required to pay the living wage for the remaining term of the Contract, including any option period.

5. For purposes of the Contractor's obligation to pay its Employees the applicable hourly living wage rate under this Contract, "Travel Time" shall have the following two meanings, as applicable: 1) With respect to travel by an Employee that is undertaken in connection with this Contract, Travel Time shall mean any period during which an Employee physically travels to or from a County facility if the Contractor pays the Employee any amount for that time or if California law requires the Contractor to pay the Employee any amount for that time; and 2) With respect to travel by an Employee between County facilities that are subject to two different contracts between the Contractor and the County (of which both contracts are subject to the Living Wage Program), Travel Time shall mean any period during which an Employee physically travels to or from, or between such County facilities if the Contractor pays the Employee any amount for that time or if California law requires the Contractor to pay the Employee any amount for that time.

9.1.3 Contractor's Submittal of Certified Monitoring Reports

The Contractor shall submit to the County certified monitoring reports at a frequency instructed by the County. The certified monitoring reports shall list all of the Contractor's Employees during the reporting period. The certified monitoring reports shall also verify the number of hours worked, the hourly wage rate paid, and the amount paid by the Contractor for health benefits, if any, for each

of its Employees. The certified monitoring reports shall also state the name and identification number of the Contractor's current health care benefits plan, and the Contractor's portion of the premiums paid as well as the portion paid by each Employee. All certified monitoring reports shall be submitted on forms provided by the County (Exhibit K and Exhibit L), or other form approved by the County which contains the above information. The County reserves the right to request any additional information it may deem necessary. If the County requests additional information, the Contractor shall promptly provide such information. The Contractor, through one of its officers, shall certify under penalty of perjury that the information contained in each certified monitoring report is true and accurate.

9.1.4 Contractor's Ongoing Obligation to Report Labor Law/Payroll Violations and Claims

During the term of the Contract, if the Contractor becomes aware of any labor law/payroll violation or any complaint, investigation or proceeding ("claim") concerning any alleged labor law/payroll violation (including but not limited to any violation or claim pertaining to wages, hours and working conditions such as minimum wage, prevailing wage, living wage, the Fair Labor Standards Act, employment of minors, or unlawful employment discrimination), the Contractor shall immediately inform the County of any pertinent facts known by the Contractor regarding same. This disclosure obligation is not limited to any labor law/payroll violation or claim arising out of the Contractor's contract with the County, but instead applies to any labor law/payroll violation or claim arising out of any of the Contractor's operations in California.

9.1.5 County Auditing of Contractor Records

Upon a minimum of twenty-four (24) hours' written notice, the County may audit, at the Contractor's place of business, any of the Contractor's records pertaining to the Contract, including all documents and information relating to the certified monitoring reports. The Contractor is required to maintain all such records in California until the expiration of four (4) years from the date of final payment under the Contract. Authorized agents of the County shall have access to all such records during normal business hours for the entire period that records are to be maintained.

9.1.6 **Notifications to Employees**

The Contractor shall place County-provided living wage posters at each of the Contractor's places of business and locations where the Contractor's Employees are working. The Contractor shall also distribute County-provided notices to each of its Employees at least once per year. The Contractor shall translate posters and handouts into Spanish and any other language spoken by a significant number of Employees.

9.1.7 **Enforcement and Remedies**

If the Contractor fails to comply with the requirements of this sub-paragraph, the County shall have the rights and remedies described in this sub-paragraph in addition to any rights and remedies provided by law or equity.

1. Remedies for Submission of Late or Incomplete Certified Monitoring Reports. If the Contractor submits a certified monitoring report to the County after the date it is due or if the report submitted does not contain all of the required information or is inaccurate or is not properly certified, any such deficiency shall constitute a breach of the Contract. In the event of any such breach, the County may, in its sole discretion, exercise any or all of the following rights/remedies:
 - a. Withholding of Payment. If the Contractor fails to submit accurate, complete, timely and properly certified monitoring reports, the County may withhold from payment to the Contractor up to the full amount of any invoice that would otherwise be due, until the Contractor has satisfied the concerns of the County, which may include required submittal of revised certified monitoring reports or additional supporting documentation.
 - b. Liquidated Damages. It is mutually understood and agreed that the Contractor's failure to submit an accurate, complete, timely and properly certified monitoring report will result in damages being sustained by the County. It is also understood and agreed that the nature and amount of the damages will be extremely difficult and impractical to fix; that the liquidated damages set forth herein are the nearest and most exact measure of damages for such breach that can be fixed at this time; and that the liquidated damages are not intended as a

penalty or forfeiture for the Contractor's breach. Therefore, in the event that a certified monitoring report is deficient, including but not limited to being late, inaccurate, incomplete or uncertified, it is agreed that the County may, in its sole discretion, assess against the Contractor liquidated damages in the amount of \$100 per monitoring report for each day until the County has been provided with a properly prepared, complete and certified monitoring report. The County may deduct any assessed liquidated damages from any payments otherwise due the Contractor.

c. Termination. The Contractor's continued failure to submit accurate, complete, timely and properly certified monitoring reports may constitute a material breach of the Contract. In the event of such material breach, the County may, in its sole discretion, terminate the Contract.

2. Remedies for Payment of Less Than the Required Living Wage. If the Contractor fails to pay any Employee at least the applicable hourly living wage rate, such deficiency shall constitute a breach of the Contract. In the event of any such breach, the County may, in its sole discretion, exercise any or all of the following rights/remedies:

a. Withholding Payment. If the Contractor fails to pay one or more of its Employees at least the applicable hourly living wage rate, the County may withhold from any payment otherwise due the Contractor the aggregate difference between the living wage amounts the Contractor was required to pay its Employees for a given pay period and the amount actually paid to the employees for that pay period. The County may withhold said amount until the Contractor has satisfied the County that any underpayment has been cured, which may include required submittal of revised certified monitoring reports or additional supporting documentation.

b. Liquidated Damages. It is mutually understood and agreed that the Contractor's failure to pay any of its Employees at least the applicable hourly living wage rate will result in damages being sustained by the County. It is also understood and agreed that the nature and amount of the damages will be extremely

difficult and impractical to fix; that the liquidated damages set forth herein are the nearest and most exact measure of damages for such breach that can be fixed at this time; and that the liquidated damages are not intended as a penalty or forfeiture for the Contractor's breach. Therefore, it is agreed that the County may, in its sole discretion, assess against the Contractor liquidated damages of \$50 per Employee per day for each and every instance of an underpayment to an Employee. The County may deduct any assessed liquidated damages from any payments otherwise due the Contractor.

c. Termination. The Contractor's continued failure to pay any of its Employees the applicable hourly living wage rate may constitute a material breach of the Contract. In the event of such material breach, the County may, in its sole discretion, terminate the Contract.

3. Debarment. In the event the Contractor breaches a requirement of this sub-paragraph, the County may, in its sole discretion, bar the Contractor from the award of future County contracts for a period of time consistent with the seriousness of the breach, in accordance with Los Angeles County Code, Chapter 2.202, Determinations of Contractor Non-Responsibility and Contractor Debarment.

9.1.8 **Use of Full-Time Employees**

The Contractor shall assign and use full-time Employees of the Contractor to provide services under the Contract unless the Contractor can demonstrate to the satisfaction of the County that it is necessary to use non-full-time Employees based on staffing efficiency or County requirements for the work to be performed under the Contract. It is understood and agreed that the Contractor shall not, under any circumstance, use non-full-time Employees for services provided under the Contract unless and until the County has provided written authorization for the use of same. The Contractor submitted with its proposal a full-time Employee staffing plan. If the Contractor changes its full-time Employee staffing plan, the Contractor shall immediately provide a copy of the new staffing plan to the County.

9.1.9 **Contractor Retaliation Prohibited**

The Contractor and/or its Employees shall not take any adverse action which would result in the loss of any benefit of employment, any contract benefit, or any statutory benefit for any Employee, person or entity who has reported a violation of the Living Wage Program to the County or to any other public or private agency, entity or person. A violation of the provisions of this sub-paragraph may constitute a material breach of the Contract. In the event of such material breach, the County may, in its sole discretion, terminate the Contract.

9.1.10 **Contractor Standards**

During the term of the Contract, the Contractor shall maintain business stability, integrity in employee relations and the financial ability to pay a living wage to its employees. If requested to do so by the County, the Contractor shall demonstrate to the satisfaction of the County that the Contractor is complying with this requirement.

9.1.11 **Employee Retention Rights**

1. The Contractor shall offer employment to all retention employees who are qualified for such jobs. A “retention employee” is an individual:
 - a. Who is not an exempt employee under the minimum wage and maximum hour exemptions defined in the federal Fair Labor Standards Act; and
 - b. Who has been employed by a Contractor under a predecessor Proposition A contract or a predecessor cafeteria services contract with the County for at least six months prior to the date of this new Contract, which predecessor contract was terminated by the County prior to its expiration; and
 - c. Who is or will be terminated from his or her employment as a result of the County entering into this new contract.
2. The Contractor is not required to hire a retention employee who:
 - a. Has been convicted of a crime related to the job or his or her performance; or

- b. Fails to meet any other County requirement for employees of a Contractor.
3. The Contractor shall not terminate a retention employee for the first 90 days of employment under the contract, except for cause. Thereafter, the Contractor may retain a retention employee on the same terms and conditions as the Contractor's other employees.

9.1.12 Neutrality in Labor Relations

The Contractor shall not use any consideration received under the Contract to hinder, or to further, organization of, or collective bargaining activities by or on behalf of the Contractor's employees, except that this restriction shall not apply to any expenditure made in the course of good faith collective bargaining, or to any expenditure pursuant to obligations incurred under a bona fide collective bargaining Contract, or which would otherwise be permitted under the provisions of the National Labor Relations Act.

9.2 CONTRACTOR'S OBLIGATIONS AS A NON-BUSINESS ASSOCIATE UNDER THE HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT OF 1996 ("HIPAA")

Contractor expressly acknowledges and agrees that the provision of services under this Agreement does not require or permit access by Contractor or any of its officers, employees, or agents, to any patient medical records. Accordingly, Contractor shall instruct its officers, employees, and agents that they are not to pursue or gain access to patient medical records for any reason whatsoever.

Notwithstanding the foregoing, the parties acknowledge that, in the course of the provision of services hereunder, Contractor or its officers, employees, or agents, may have inadvertent access to patient medical records. Contractor understands and agrees that Contractor, its officers, employees, and agents shall not take advantage of such access for any purpose whatsoever. Additionally, in the event of such inadvertent access, Contractor and its officers, employees, and agents shall maintain the confidentiality of any information obtained and shall immediately, or upon the first reasonable opportunity to do so, notify DPH management personnel that such access has been gained.

In the event of any access, whether inadvertent or intentional, Contractor shall indemnify, defend, and hold harmless County, its officers, employees, and agents from and against any and all

liability, including but not limited to, demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees) arising from or connected with Contractor's or its officers, employees' or agents' access to patient medical records. Contractor agrees to provide appropriate training to its officers, employees, and agents, regarding their obligation in this regard.

9.3 CONTRACTOR'S CHARITABLE ACTIVITIES COMPLIANCE

The Supervision of Trustees and Fundraisers for Charitable Purposes Act regulates entities receiving or raising charitable contributions. The "Nonprofit Integrity Act of 2004" (SB 1262, Chapter 919) increased Charitable Purposes Act requirements. By requiring Contractors to complete the Charitable Contributions Certification, Exhibit M, the County seeks to ensure that all County contractors which receive or raise charitable contributions comply with California law in order to protect the County and its taxpayers. A Contractor which receives or raises charitable contributions without complying with its obligations under California law commits a material breach subjecting it to either contract termination or debarment proceedings or both (County Code Chapter 2.202).

IN WITNESS WHEREOF, Contractor has executed this Contract, or caused it to be duly executed and the County of Los Angeles, by order of its Board of Supervisors has caused this Contract to be executed on its behalf by the Chair of said Board and attested by the Executive Officer-Clerk of the Board of Supervisors thereof, the day and year first above written.

COUNTY OF LOS ANGELES

Chairman, Board of Supervisors

CONTRACTOR: PRIDE INDUSTRIES ONE, INC.

By _____
Name

Title

ATTEST:

SACHI HAMAI
Executive Officer-Clerk
of the Board of Supervisors

By _____

APPROVED AS TO FORM:

Andrea Sheridan Ordin
County Counsel

By _____
Principal Deputy County Counsel

**CONTRACT FOR
CUSTODIAL SERVICES**

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STATEMENT OF WORK (SOW)

1.0 SCOPE OF WORK

Contractor shall provide custodial services for County facilities identified in Appendix D, Exhibit 11, Pricing Schedule by providing all labor, supervision, equipment, materials and supplies necessary for Contractor's performance under this Contract. General custodial services include but are not limited to cleaning of offices, conference rooms, lobbies, corridors, rest rooms, lunchrooms, disposal of solid waste and trash, carpet cleaning, window washing and light fixture cleaning. Specialty custodial services include but are not limited to cleaning of detention cells and parking facility maintenance.

2.0 DAY AND HOURS OF WORK

Contractor shall provide all services required by the County in accordance with the days and hours of operations identified in Appendix C, Facility Specification Sheets.

3.0 GENERAL CUSTODIAL SERVICES

Contractor shall provide the following services in accordance with Appendix C, Facility Specification Sheets.

3.1 Daily Cleaning Requirements

3.1.1 Offices and Conference Rooms

1. Empty all waste material from trash containers and place in appropriate disposal area.
2. Line waste containers with plastic bags.
3. Dust all furniture, including desks, tables, file cabinets, windowsills, and other dust catching surfaces. Damp wipe and dry all glass tops. Remove fingerprints and smudges from desk and tabletops, walls, doors, door facings, telephones, etc Contractor shall take precautions to not disturb personal belongs on dusted surfaces.
4. Sweep and/or damp mop all non-carpeted floor surfaces.
5. Vacuum all carpeted areas.
6. Arrange furniture properly in the same manner it was found prior to cleaning.
7. Clean door glass and frames.
8. Spot clean carpets, as needed.
9. Remove graffiti.
10. Remove gum from all hard floors, including: tile, terrazzo, ceramic, and carpeted floor surfaces daily.

3.1.2 Rest Rooms (Private and Public) and Showers

1. Clean rest room and shower fixtures.
2. Clean and refill all rest room soap and paper dispensers.
3. Spot clean rest room walls, showers, partitions, and doors.
4. Remove Graffiti.

5. Clean sink basins (lavatories) and all surrounding surfaces.
6. Clean rest room mirrors, kick plates, and push plates.
7. Clean rest room floors with disinfectant solution. Set up "wet floor" signs.
8. Clean and sanitize toilets, toilet seats, and urinals with germicidal solution.
9. Empty waste containers and replace plastic liners (bags) damp-wipe containers inside and outside.
10. Service sanitary napkin and/or tampon dispensers (at County's option). Contractor will purchase sanitary napkins and/or tampons and retain all monies collected from dispensers.
11. Refill air freshener dispensers currently installed in County building restrooms with equal or better air freshener replacement products. Contractor shall maintain air freshener dispensers in operating condition, including battery replacement. Contractor may change or replace air freshener dispensers and/or products upon approval of the County Project Manager or designee. Contractor, at request of County Project Manager or designee, is required to install air fresher dispensers and products in new or existing County facility bathrooms and replace broken or malfunctioning air freshener dispensers at their own expense.

3.1.3 Lunchrooms, Eating and Vending Areas (Excludes area operated by vendor or food preparation area.) Contractor responsible for cafeteria eating areas and vendor stand areas.

1. Empty trash containers and replace plastic liners (bags). Damp-wipe containers inside and outside.
2. Clean sinks, and chrome fittings.
3. Dust window ledges.
4. Sweep floors and/or vacuum and spot clean carpet.
5. Spot clean walls, as needed, and remove graffiti.
6. Damp mop tile floors.

3.1.4 Building Entrances, Lobbies and Hallways

Exterior

1. Sweep exterior areas such as steps, sidewalks, and landings adjacent to the building.
2. Clean all entrance door glass and partition glass.
3. Place appropriate mats at entrances and in lobbies during rainy weather.
4. Clean balconies and ledges as required.
5. Inspect parking areas and exterior grounds, collect trash and dispose in proper containers.
6. Clean ashtrays and sand jars; damp wipe ashtrays, and refill sand jars.

Interior

1. Sweep and/or dust stairs, landings, and handrails
2. Damp mop hard surface floors in entrances, lobbies and hallways. Mop and/or scrub hard surface floors, followed by high-speed buffing with light spray non-slip wax application.
3. Note: Spanish Tile: Shall never be waved. Damp mop with mild detergent.
4. Vacuum/spot clean carpets
5. Clean baseboards, walls, kick plates, furniture and other surfaces exposed to water and/or chemical splashing.
6. Empty all waste containers.
7. Elevators. Clean all floors, walls, doors, and tracks.
8. Clean and sanitize drinking fountains.
9. Clean public telephone stalls.
10. Clean custodial closets and keep supplies and equipment orderly.
11. Dust all display cases. Damp wipe and dry all glass tops, removing fingerprints and smudges. Contractor shall take precautions to not disturb memorabilia on dusted surfaces.

3.1.5 Graffiti Eradication

Graffiti eradication will be performed daily and shall include the following:

1. Court Buildings – all interior and exterior surfaces.
2. Hallways – all surfaces
3. Telephone Booths – all surfaces
4. Building Signs – all surfaces
5. Elevator floors, walls, doors, and tracks.
6. Rubbish Containers

All graffiti eradication requests for repainting shall be submitted to the County's Project Manager. County reserves the ability to paint surfaces, if appropriate.

3.1.6 Solid Waste Collection and Removal

1. Collect and remove all solid waste from building and removed from the building and placed in Contractor provided trash container.
2. Clean rooms used to collect solid waste before it is moved to trash bins.
3. Wash or steam clean inside and outside of waste cans used for food wastes.
4. Carts and containers used for the collection and/or storage of waste material shall be of non-combustible or flame resistant construction. Material labeled or listed by Underwriters Laboratories, Inc. will be acceptable.

3.2 Weekly Cleaning Requirements

3.2.1 Offices and Conference Rooms

1. Dust doorjambes and baseboards.
2. Dust lower surfaces of chairs, chair rungs, desk sides, and ledges.
3. Dust top of high cabinets and shelves.
4. Clean and dry face of desk drawers and file cabinets with damp cloth or sponge.
5. Dust beneath movable desk files.
6. Wash or polish desktops, as needed.
7. Clean doorknobs, kick plates, and threshold plates.
8. Spot clean doors and walls.

3.2.2 Rest Rooms and Showers

1. Check for build-up around faucets and remove. Clean underneath sink basins (lavatories), including traps and pipes.
2. Check for stains in urinals, toilet bowls, and basins, and remove. Clean base of toilet bowls and below all urinals. Clean behind toilet bowls and in corners of restroom floors.
3. Dust ceiling vents and door louvers.
4. Wash all stall partitions.
5. Spot clean entrance doors.
6. Clean floor drains. Damp mop and buff waxable floors. Set up "wet floor" signs.

3.3 **Monthly Cleaning Requirements**

3.3.1 All Areas

1. Clean and shampoo entrance mats.
2. All resilient tile floors must be scrubbed or stripped, and floor finish applied.
3. Clean chairs and table legs.
4. Dust high ledges and moldings.
5. Dust vertical and/or horizontal blinds.
6. Dust or vacuum ceiling and wall vents.
7. Vacuum upholstered furniture.
8. Wash partition glass
9. Clean baseboards, remove water splashes from furniture, clean walls, bottoms of cabinets, kick plates, etc.
10. Vacuum draperies.
11. Wash marble walls.
12. Dust and wash vertical walls.
13. Clean all wall and ceiling vents.
14. Floor Maintenance - Hard-surface (non-carpeted): mop, scrub, strip and wax floors as identified in Appendix C, Facility Specification Sheets. Non-slip wax to be used. Clean baseboards, walls, kick plates, furniture and other surfaces exposed to water and/or chemical splashing. Set up "wet floor" signs. If a weekly cleaning and hi-speed buffing program is implemented, floors only need to be stripped and waxed quarterly (every three months).

15. Sweep and mop stairs, landings, and dust handrails, in exit stairwells. Clean escalators by polishing metal surfaces and cleaning escalator treads, risers, landings, and handrails.
16. Pressure wash and remove gum and other residues from all steps, sidewalks, and landings, adjacent to the building monthly in compliance with all applicable environmental laws and regulations.

3.4 Quarterly Cleaning Requirements – Carpet Cleaning

- 3.4.1 All carpets must be shampooed four (4) times each year at three (3) month intervals. Schedule to be determined by the Contractor and approved by County prior to the contract start date.
- 3.4.2 Each Facility must be shampooed in one cleaning cycle. Carpet cleaning methods are dependent upon carpet type and shall be determined by County.

3.5 Semi-Annual Cleaning Requirements - Window Washing (Interior/Exterior)

- 3.5.1 All windows must be cleaned two (2) times each year, at six (6) month intervals. Schedule to be determined by the Contractor and approved by County prior to the contract start date.
- 3.5.2 All equipment utilized to perform window washing services must meet California Occupational Safety and Health Agency (OSHA) Safety Standards
- 3.5.3 All window-cleaning techniques and practices must be performed in accordance with State of California, Department of Industrial Relations, General Safety Orders, Article 5 - "Window Cleaning".
- 3.5.4 Contractor shall move furniture such as desks, tables, cabinets or any other items away from windows. Additionally, books, papers, flowerpots, or other items on window ledges or sill should be moved. All office furniture, which cannot be moved, must be covered with a plastic cover (window washer must not stand on top of furniture). Upon completion of washing windows, return all items that were moved to their original locations.

3.5.5 Window washing services includes the following:

1. Wash all interior and exterior glass or mirrors, metal frames, metal louvers, porcelain panels, inside and outside, window sills and ledges completely, including stainless steel mullions, aluminum mullions, window screens, and outside building surfaces, such as marble and other smooth surfaces.
2. Leave windows and the adjacent surrounding areas in a clean condition. Lock all windows. Remove streaks and water marks from all windows, walls, and ledges. Remove excess water from floors or sidewalks in the immediate area; remove all water and cleaning agents before leaving the area.
3. Remove all cleaning equipment from areas after work completion.
4. Immediately report to County's Project Manager and/or his designee all broken windows, mirrors, etc., or otherwise broken non-functioning opening and closing window mechanisms.
5. Rope off areas, or post appropriate signs when working overhead, to protect the public from walking into the work area.

3.6 Annual Cleaning Requirements - Light Fixture Cleaning

- 3.6.1 All lighting fixtures are to be cleaned once (1) a year at all County Facilities. Schedule to be determined by the Contractor and approved by County prior to the contract start date.
- 3.6.2 Light fixture cleaning should be performed after normal hours of operations as identified in Appendix C, Facility Specification Sheets. However, if work during regular business hours is required, rope off areas or post appropriate signs to protect the public and employees from the work area.
- 3.6.3 All light fixture cleaning techniques and practices must be performed in accordance with State of California, Department of Industrial Relations, General Safety Orders, Article 5 - "Light Fixture Cleaning".
- 3.6.4 Contractor shall move furniture such as small tables, chairs or any other items from work site where possible. Additionally, books, papers, flowerpots, or other items must be carefully moved. All office furniture, and personal items which cannot be moved, must be covered with a plastic cover. Light fixture cleaning staff must use appropriate equipment when providing this service, including but not limited to the use of ladders. Upon completion of light fixture cleaning, return all items to their original locations

3.6.5 Light Fixture Cleaning shall include the following:

1. Remove and disassemble light fixtures and components, using appropriate ladders, scaffolding, hydraulic lifts, and/or catwalks. (Aluminum ladders are not permitted).
2. Wash, clean, and dry all types of glass, plastics, and metal light fixtures, both disassembled and those remaining in the ceiling.
3. Clean light fixtures using water, soaps, solvents, cleaning tanks, and degreasers.
4. Contractor shall notify County of damaged, broken or missing glass or plastic diffusers, burned out ballasts, faulty wiring, starters, or other hazardous conditions relative to faulty light fixtures, prior to commencing work. Any of these components damaged by the contractor will be contractor's responsibility to replace.
5. Dust and clean ceiling pipes and vents.
6. Clean and vacuum area after completion of work.

4.0 SPECIALITY CUSTODIAL SERVICES

4.1 Court Detention Cell Cleaning

4.1.1 Equipment Needed: A utility cart with the following minimum supply: trash container, corn broom, dust pan, push broom, two mop buckets on dolly, two mop heads and handles, two pails, clean rags, toilet brush, deck brush with handle, hand duster with extension handle, cleaner powder, radiator brush, work gloves, rubber gloves, germicidal detergent, toilet paper, paper towels, measuring cup, and treated dust cloths.

4.1.2 Daily Tasks:

1. Assemble necessary equipment, prepare disinfectant for mopping and wall washing; take to assigned area.
2. Pick up large trash on floor and place in trash container.
3. Sweep floor with push broom starting at farthest corner working toward the door (use corn broom under benches and corners).
4. Pick up trash and place in trash container.
5. Spot wash walls with disinfectant solution (as necessary, wash walls from the bottom up).
6. Mop floor with disinfectant solution by flooding floor with mop and let it sit for approximately five (5) minutes. Pick up mop water and rinse. Inspect and proceed to next assignment.
7. Dust vents as needed (with hand duster and extension)

4.1.3 Weekly Tasks

1. Dust vents (with hand duster and extension)
2. Dust rails and bars with treated dust cloth (as needed). Use radiator brush for crevices.

4.2 **Holding Tank Detention Cell Cleaning**

4.2.1 Equipment Needed: A utility cart with the following minimum supply: trash container, corn broom, dust pan, push broom, two mop buckets on dolly, two mop heads and handles, two pails, clean rags, toilet brush, deck brush with handle, hand duster with extension handle, cleaner powder, radiator brush, work gloves, rubber gloves, germicidal detergent, toilet paper, paper towels, measuring cup, and treated dust cloths.

4.2.2 Daily Tasks:

1. Assemble necessary equipment, prepare disinfectant for mopping and wall washing; take to assigned area.
2. Pick up large trash on floor and place in trash container.
3. Sweep floor with push broom starting at farthest corner working toward the door (use corn broom under benches and corners)
4. Pick up trash and place in trash container
5. Spot wash walls with disinfectant solution (as necessary, wash walls from the bottom up).
6. Sanitize lavatory and drinking fountain with disinfectant; rinse thoroughly. Ensure area beneath the basin, pipes, and walls around sink are clean.
7. Wash outside toilet fixture(s) with disinfectant and wipe with damp cloth dipped in disinfectant solution. Scrub with toilet brush being careful to clean under lips. Flush toilet.
8. Mop floor with disinfectant solution by flooding floor with mop and let it sit for approximately five (5) minutes. Pick up mop water and rinse. Inspect and proceed to next assignment.
9. At County discretion, pressure wash any specifically identified walls, cell bars and cement floors throughout cell areas.
10. Supply toilet paper and paper towels in designated area and toilet paper in Sheriff's holding cells.
11. Dust vents (with hand duster and extension) as needed
12. Dust rails and bars with treated dust cloth (as needed). Use radiator brush for crevices as needed.

4.2.3 Weekly Tasks

1. Dust vents (with hand duster and extension)
2. Dust rails and bars with treated dust cloth (as needed). Use radiator brush for crevices.

4.2.4 Monthly Tasks

1. Pressure wash all walls, cell bars, and cement floors throughout holding cell areas.
2. Wash all rails, walls, and bars with disinfectant solution.
3. Clean floor drains. Machine scrub floors.

4.3 **Parking Facility Maintenance**

Contractor shall provide parking facility maintenance as identified in Appendix C, Facility Specification Sheets:

4.3.1 Hours and Days of Services

Parking Facility maintenance shall be performed after regular business hours, except legal holidays, at which time the services shall be provided before or after such holidays. Schedule to be approved by County.

4.3.2 Weekly Tasks:

1. Clean all levels of parking facility and adjacent sidewalks, exit and entrance ramps and driveways, using conventional sweeping or vacuuming equipment.
2. Remove oil, grease, and other spills or residues from parking lot surfaces, using conventional equipment.
3. Remove dirt and litter around obstructions such as concrete wheel stops and borders, flower beds, bushes, walks and fences around lot.
4. Remove grass and weeds from lot surface cracks, fences, and walls around parking facility.
5. Empty trash containers and dispose trash from Parking Facility to trash bins.
6. Trash containers shall be relined with a heavy duty bag liner of no less than 3 mils thickness.
7. Clean stairways leading to and from parking lots/structures.
8. Asphalt to be cleaned using appropriate non-petroleum-based cleaners only. Contractor shall report to County's Project Manager necessary repairs to parking facility or sidewalk surfaces

4.3.3 Semi-Annual Task

Steam clean and/or power wash parking facilities twice per year. Schedule to be determined by the Contractor and approved by the County prior to contract start date.

5.0 SERVICES FOR SPECIAL EVENTS/PROGRAMS

Contractor may be required provide custodial services for all special conferences, events and programs, which may include holidays, evening and weekends. County will provide written notice to Contractor Project Manager at least five (5) working days prior to each event. Contractor shall be compensated at the rate identified in the Pricing Schedule.

6.0 SERVICES FOR EMERGENCIES/CALL BACK WORK

Contractor may be required to provide custodial services for emergencies/call back work upon County request. Contractor shall perform emergency/call back work within two (2) hours of request, which may include holidays, evening and weekends.

6.1 Call Back Work

Contractor's call back work shall include but not limited to: alterations to the building; unsatisfactory Contractor services; cleanup from toilet/sink floods, water pipe breakage, and/or unforeseen acts of nature such as earthquakes, floods, or fires.

6.2 Emergency Services and Security Contacts

6.2.1 Contractor's personnel involved in an emergency such as water pipe breakage, flood, or injury shall contact and relate the nature of the problem to the Sheriff's Department at (213) 974-8000 and County's Project Manager or Contract Monitor. Contractor personnel shall always notify the Sheriff's Department when working weekends or after hours in any County building. This office does not have bilingual personnel; therefore, it is required that, at least one (1) of Contractor's employees working on any given shift in County facilities be able to communicate clearly and fluently in English.

6.2.2 Contractor personnel shall report any hazardous, emergency or security conditions immediately to County Project Manager, Contract Monitor, or District Manager within the same working shift as discovered.

6.2.3 Contractor shall provide a telephone number and/or answering service for immediate response to problems related to emergency or security issues at County facilities, 365 days per year, 24 hours per day. Contractor must return call within 15 minutes of initial call from County.

7.0 COUNTY RESPONSIBILITIES

7.1 Furnished Items

7.1.1 County will provide all utilities, including electricity and water in Facilities where Contractor provides custodial services.

7.1.2 County will provide office and/or storage facilities to Contractor as determined by County. The storage facilities provided will be limited to the existing custodial closet(s), offices and locker rooms in the specified buildings. Contractor is prohibited from use of said office or storage facilities or any other County property for the conduct of his/her business interests that are not related to or required by the County facility.

7.2 Keys/Key Cards

7.2.1 County will provide keys/key cards for access, at no cost to the Contractor. Contractor shall acknowledge receipt of the keys/key cards by the County. Contractor is responsible for all County building and ancillary keys/key cards assigned. All such keys/key cards are property of the County and shall be returned within three (3) business days to the County's Project Director or designee upon demand, or termination of the Contract.

7.2.2 Duplication of County provided keys/key cards is a misdemeanor (California penal Code, Chapter 3, Section 469). Expenses related to the re-keying of a building(s) or portion(s) of building(s) made necessary because of the duplication and/or loss of keys by the Contractor staff shall be paid by Contractor. Contractor shall provide measures to safeguard keys from loss, duplication, or use by unauthorized persons. Contractor and Contractor employees are not to obtain keys/key cards and or replacement keys/key cards from County facilities but must only obtain keys/key cards through County Project Manager or designee.

8.0 CONTRACTOR RESPONSIBILITIES

8.1 Contractor Personnel

8.1.1 Contractor shall assign a sufficient number of employees to perform the required services at County Facilities identified in Appendix C, Technical Exhibits, Facility Specification Sheets. Sign in sheets for each County Facility shall be submitted to Contract Monitor on a weekly basis.

8.1.2 Contractor Supervisor

Contractor shall provide a thoroughly trained Supervisor or Lead Person who is knowledgeable in all aspects of the County's custodial facility operations. Supervisor or Lead Person shall visit Facilities during and after working shifts. Supervisor or Lead Person must be available to County by cell phone or pager during all working shifts, 365 days per year, 24 hours a day. The Supervisor or Lead Person must be able to effectively communicate in English, both orally and in writing.

Supervisor or Lead Person shall have access to Contractor's Project Manager during all hours of shift coverage, 365 days per year.

8.1.3 Principal Custodian

Contractor shall designate one employee as Principal Custodian with full responsibility for directing the entire custodial crew on his/her shift. Each Principal Custodian shall be authorized to act for Contractor and must speak, read and understand English. In buildings where only one Contractor employee is assigned, the employee must read, speak, and understand English.

8.1.4 Contractor shall notify County's Contract Manager or District Manager when contract personnel assigned to the Contract are out on a scheduled or unscheduled absence or has terminated employment. Contractor is to provide the name of the substitute employee. Contractor shall ensure substitute employee obtains a County Identification (ID) badge prior to providing services.

8.1.5 Contractor personnel shall be trained in their assigned tasks and in safety in the work place. All Contractor personnel must work in accordance with Federal, State, and local statutes and directives. Contractor must comply with and maintain the Injury and Illness Prevention Program (IIPP) standards and records in accordance with Federal and State OSHA requirements. Contractor shall provide proof of training and IIPP records upon County request.

8.1.6 All services requiring licenses and/or certifications will be performed by property trained, licensed and certified personnel.

8.1.7 Contractor is responsible for ensuring that personnel are kept current and properly trained on all appropriate technologies, both existing and new.

8.1.8 Contractor shall provide and require every employee to wear a uniform with the company identification. The uniforms must be distinguishable from ISD custodial staff uniforms. County shall approve uniforms prior to contract start date.

8.1.9 Contractor shall ensure that personnel be trained to render a high degree of courteous and efficient service. Contractor shall control the conduct, demeanor and appearance of all its officers, agents and employees and representatives.

8.2 Facility Work Requirements

8.2.1 The Contractor's Project Manager shall maintain a daily log for each facility which identifies the arrival and departure times, lunch and break times of Contractor's personnel. This log shall be made available to the County's Project Manager and designee(s) upon request.

8.2.2 If County personnel occupy the building after normal working hours when Contractor has completed custodial services, Contractor personnel will notify County personnel of their departure and leave the door locked. Contractor personnel shall ensure that only Contractor personnel have

access to rooms, areas, or any part of County facilities. Contractor's personnel shall not allow unauthorized persons to enter County facilities during their work shift at any times.

- 8.2.3 At no time shall Contractor personnel violate building and/or room security by propping doors open and leaving them unattended during trash removal, etc. All entrance and exit doors must be locked at all times. Contractor's personnel shall enter and leave through only specified locations as identified by County's Project Manager to maintain Facility security.
- 8.2.4 Contractor personnel should only use those lights necessary for cleaning in the immediate area where employees are working will be lighted. In areas not in use, lights shall be turned off and doors locked before leaving offices that have been cleaned.
- 8.2.5 Contractor employees shall not disturb papers on desks, open drawers or cabinets, use telephones, radios, or television sets, or tamper with any personal property.
- 8.2.6 If employing subcontractors previously approved by County, Contractor shall not provide keys/key cards to any County Facility to the subcontractor employees. Contractor shall assign individual to remain with subcontractor employees until the specific job is completed. Contractor shall maintain a log of all subcontractors that worked in any County Facility and submit the log with his/her invoice at the end of each month.
- 8.2.7 Contractor personnel will turn in lost articles found while providing services to the Facility Building Manager.

8.3 Contractor Furnished Supplies and Equipment

- 8.3.1 Contractor shall provide, at Contractor's expense, all custodial supplies including but not limited to paper towels, toilet tissue, toilet liners, plastic trash liners, liquid and hand soaps, cleaning reagents, chemicals and sanitizers, as required in the performance of this Contract. Contractor certifies that all furnished custodial supplies are not harmful to the surfaces being cleaned. Contractor shall use materials and equipment that are safe for the environment and safe for use by Contractor employees. All materials and supplies are subject to County approval.
- 8.3.2 Prior to the contract start date, Contractor shall deliver the required supplies and equipment approved by County's Project Manager to all County Facilities. Thereafter, Contractor is responsible for maintaining a two (2) week inventory of supplies at all County Facilities to ensure continuity of service. If storage space is limited, then this inventory may be reduced to a one (1) week supply as approved by County Project Manager.

- 8.3.3 Contractor assumes all risks of loss and damaged supplies, materials and equipment stored. Contractor shall immediately report to the County Project Manager any accidents and/or loss of equipment, supplies, etc.
- 8.3.4 Contractor shall provide, at Contractor's expense, all custodial equipment required for services under this Contract, including but not limited to brushes, brooms, mops, trash bins, cleaning carts, employees appropriate safety gear and clothing such as gloves, goggles, protective clothing and shoes.

8.4 County Required Meetings

- 8.4.1 Contractor's Project Manager or Supervisor shall meet with County's Project Director or designee monthly or as determined by County to evaluate custodial and related services. Contractor's representative must be familiar with all facilities included in the contract and be able to address issues related to Contractor's services. Contractor and County will then mutually determine a corrective course of action and timeframe to remedy any problems found.
- 8.4.2 Contractor's Project Manager or designee shall be available to attend all daytime cleaning orientations with County Facility Managers. This shall include new facilities that are added to Contractor's services.

8.5 Contractor's Office

Contractor shall maintain an office within the Los Angeles County with a telephone in the company's name where Contractor conducts business. The office shall be staffed during the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, by at least one employee who must communicate clearly in English to respond to inquiries and complaints which may be received about the Contractor's performance of the Contract. When the office is closed, an answering service shall be provided to receive calls. **The Contractor shall answer calls received by the answering service within one (1) hour of receipt of the call (except as provided under Section 6.2.3).**

9.0 GREEN INITIATIVES

Contractor shall use reasonable efforts to initiate "green" practices for environmental and energy conservation benefits. In using the County's Facilities, the Contractor will develop and adhere to an energy conservation plan that is consistent with County policy, including seasonal thermostat settings. Contractor shall notify County's Project Manager of the Contractor's new green initiatives implemented during the term of the Contract.

10.0 ADDITION/DELETION OF FACILITIES, CHANGES IN SERVICE

County reserves the right to add or delete Facilities, adjust staffing requirements and/or Facility operating hours during the Contract Term. All changes must be made in accordance with the Contract, Paragraph 8, Standard Terms and Conditions, Amendments, Sub-paragraph 8.1 Amendments.

11.0 QUALITY CONTROL

The Contractor shall establish and utilize a comprehensive Quality Control Plan to assure the County a consistently high level of service throughout the term of the Contract. The Plan shall be submitted to the County's Project Manager for review within five (5) days of the start of the contract. The plan shall include the following:

- 11.1 Method of monitoring to ensure that Contract requirements are being met;
- 11.2 A record of all inspections conducted by the Contractor, any corrective action taken, the time a problem was first identified, a clear description of the problem, and the time elapsed between identification and completed corrective action, shall be provided to the County Project Manager on a monthly basis.
- 11.3 Methods for continuing to ensure services to the County in the event of a strike by the Contractor's employees.

12.0 QUALITY ASSURANCE PLAN

The County will evaluate the Contractor's performance under this Contract using the quality assurance procedures as defined in Appendix A, Sample Contract, Paragraph 8, Terms and Conditions, Sub-paragraph 8.15, County's Quality Assurance Plan.

12.1 Monthly Meetings

Contractor is required to attend monthly meetings with County Project Manager and/or designees. Contractor may be required to attend additional meetings to discuss service level deficiencies or contract issues within 24-hour notice.

12.2 Contract Discrepancy Report (CDR)

Verbal notification of a Contract discrepancy will be made to the Contractor's Project Manager as soon as possible whenever a Contract discrepancy is identified. The problem will be resolved within a time period established by County.

The verbal notification may be followed with a formal Contract Discrepancy Report (Attachment 1) at the discretion of the County's Contract Project Manager. The Contract Discrepancy Report (CDR) will indicate the contract discrepancy, the Contractor's response and the correction due date for each discrepancy noted.

Upon receipt of the CDR, the Contractor is required to respond in writing to the County's Project Manager or designee within 24 hours, acknowledging the reported discrepancies or presenting contrary information. If additional time will be required to complete the correction(s), this must also be indicated in the response. Approval of any additional time for completion will be at the County's discretion.

12.3 County Observations

In addition to departmental contracting staff, other County personnel may observe performance, activities, and review documents relevant to this Contract at any time during normal business hours. However, these personnel may not unreasonably interfere with the Contractor's performance.

13.0 PERFORMANCE REQUIREMENTS SUMMARY

All listings of services used in the Performance Requirements Summary (PRS) (Attachment 2) are intended to be completely consistent with the Contract and the SOW, and are not meant in any case to create, extend, revise, or expand any obligation of Contractor beyond that defined in the Contract and the SOW. In any case of apparent inconsistency between services as stated in the Contract and the SOW and this PRS, the meaning apparent in the Contract and the SOW will prevail. If any service seems to be created in this PRS which is not clearly and forthrightly set forth in the Contract and the SOW, that apparent service will be null and void and place no requirement on Contractor.

When the Contractor's performance does not conform to the requirements of this Contract, the County will have the option to apply the following non-performance remedies:

- Require Contractor to implement a formal corrective action plan, subject to approval by the County. In the plan, the Contractor must include reasons for the unacceptable performance, specific steps to return performance to an acceptable level, and monitoring methods to prevent recurrence.
- Reduce payment to Contractor by a computed amount based on the damage fee(s) in the PRS.
- Reduce, suspend or cancel this Contract for systematic, deliberate misrepresentations or unacceptable levels of performance.
- Failure of the Contractor to comply with or satisfy the request(s) for improvement of performance or to perform the neglected work specified within five (5) days shall constitute authorization for the County to have the service(s) performed by others. The entire cost of such work performed by others as a consequence of the Contractor's failure to perform said service(s), as determined by the County, shall be credited to the County on the Contractor's future invoice.

This section does not preclude the County's right to terminate the contract upon ten (10) days written notice with or without cause, as provided for in Appendix A, Sample Contract, Paragraph 8, Terms and Conditions, Sub-paragraph 8.42, Termination for Convenience.



**CUSTODIAL SERVICES DIVISION
 CONTRACT DISCREPANCY REPORT
 CONTRACTOR RESPONSE DUE WITHIN 24 HOURS**

Facility Name:		Address:		Date of Inspection:	
Contractor:		Contract No.		Contract Monitor:	
Contact Person:		Telephone: () -		CSD Dist #	
Report Transmitted to Fax #: () -		District Manager Signature:			
		Fax: () -			

A contract discrepancy(s) is specified below. The contractor will take corrective action and respond back to ISD Custodial Division Contact Person identified above by the date required. Failure to take corrective action or respond to this Contract Discrepancy Report by the date specified may result in the deduction of damages.

No.	Contract Discrepancy	Contractor's Response	County Use Only	
			Date Correction Due	Date Completed
1				
2				
3				
4				

_____ *Contractor's Representative Signature* _____ *Date Signed*

Additional Comments:

ATTACHMENT 2
PERFORMANCE REQUIREMENTS SUMMARY (PRS) CHART

REFERENCE/ REQUIRED SERVICE	STANDARD OF PERFORMANCE	MONITORING METHOD	DEDUCTIONS/FEEES TO BE ASSESSED
SOW Section: 2.0 Day and Hours of Work	Contractor shall provide all services required by County in the shifts and hours specified in the Facility Specification Sheets.	Inspection and Observation	\$100 per occurrence
SOW Section: 3.1.1 Daily Cleaning Requirements: Offices and Conference Rooms	100 % Completion of Required Services	Inspection & Observation	\$100 per day, per infraction until corrected
SOW Section: 3.1.2 Daily Cleaning Requirements: Rest Rooms and Showers	100 % Completion of Required Services	Inspection & Observation	\$100 per day, per Infraction until corrected
SOW Section: 3.1.3 Daily Cleaning Requirements: Lunchrooms, Eating and Vending Areas	100 % Completion of Required Services	Inspection & Observation	\$100 per day, per Infraction until corrected
SOW Section: 3.1.4 Daily Cleaning Requirements: Building Entrances Lobbies and Hallways	100 % Completion of Required Services	Inspection & Observation	\$100 per day, per Infraction until corrected
SOW Section: 3.1.5 Daily Cleaning Requirements Graffiti eradication	100 % Completion of Required Services	Inspection & Observation	\$100 per day, per Infraction until corrected
SOW Section: 3.1.6 Solid Waste Collection and Removal	100 % Completion of Required Services as scheduled on Detailed Facility Sheets.	Inspection & Observation	\$100 per occurrence
SOW Section: 3.2.1 Weekly Cleaning Requirements: Offices and Conference Rooms	100 % Completion of Required Services	Inspection & Observation	\$100 per day, per Infraction until corrected

ATTACHMENT 2
PERFORMANCE REQUIREMENTS SUMMARY (PRS) CHART

REFERENCE/ REQUIRED SERVICE	STANDARD OF PERFORMANCE	MONITORING METHOD	DEDUCTIONS/FEEES TO BE ASSESSED
SOW Section: 3.2.2 Weekly Cleaning Requirements: Rest Rooms and Showers	100 % Completion of Required Services	Inspection & Observation	\$100 per day, per Infraction until corrected
SOW Section: 3.3.1 Monthly Cleaning Requirements: All Areas	100 % Completion of Required Services	Inspection & Observation	\$100 per day, per Infraction until corrected
SOW Section: 3.4 Carpet/Floor Cleaning: As scheduled.	100 % Completion of Required Services – Scheduled 4 times/year	Inspection & Observation	\$100 per day
SOW Section: 3.5 Window Washing: As scheduled	100 % Completion of Required Services – Schedule 2 times/year	Inspection & Observation	\$100 per day
SOW Section: 3.6 Light Fixture Cleaning: As scheduled.	100 % Completion of Required Services - Annually	Inspection & Observation	\$100 per day
SOW Sections:4.1.2, 4.2.2 Daily Cleaning Requirements: Court Detention Cells and Holding Tank Detention Cells	100 % Completion of Required Services	Inspection & Observation	\$100 per day, per Infraction until corrected
SOW Section: 4.1.3, 4.2.3 Weekly Cleaning Requirements: Court Detention Cells and Holding Tank Detention Cells	100 % Completion of Required Services	Inspection & Observation	\$100 per day
SOW Section: 4.2.4 Monthly Cleaning Requirements: Holding Tank Detention Cells	100 % Completion of Required Services	Inspection & Observation	\$100 per day
SOW Section: 4.3 Parking Facility Maintenance: As scheduled.	100 % Completion of Required Services – weekly.	Inspection & Observation	\$100 per occurrence

ATTACHMENT 2
PERFORMANCE REQUIREMENTS SUMMARY (PRS) CHART

REFERENCE/ REQUIRED SERVICE	STANDARD OF PERFORMANCE	MONITORING METHOD	DEDUCTIONS/FEEES TO BE ASSESSED
SOW Section: 5.0 Special Events/Programs: As required by County	Provide custodial services for special events/programs within two 2 hours of County request.	Inspection & Observation	\$100 per occurrence And alternate vendor response (if applicable)
SOW Section: 6.0 Emergencies/Call Back Work: As required by County	Must respond within 2 hours of notice. 100 % Completion of Required Services.	Inspection & Observation	\$100 per occurrence Per hour, up to 4 hours. Plus alternate vendor cost (if applicable)
SOW Section: 7.2 Keys/Key Cards	Secure and Maintain keys/key cards. Contractor responsible for replacement/theft/loss.	Observation	\$100 per lost key/keycard. Contractor pays for re-keying of facility due to lost keys
SOW Section: 8.1.1 Contractor Personnel	Assign a sufficient number of employees to perform required work on designated shifts.	Inspection and Observation	\$100 per occurrence or per day, until corrected
SOW Section: 8.1.2 Contractor's Supervisor	Provide a Supervisor or Lead Person who visits facilities during and after work hours and is accessible to County by cell phone or pager 365 days/year 24 hours/day.	Inspection & Observation	\$100 per occurrence
SOW Section: 8.1.3 Principal Custodian	Principal Custodial/must read, speak and understand English.	Inspection and Observation	\$100 per occurrence, or per day until corrected
SOW Section: 8.1.4 Contractor Personnel	Notification to County of Contractor employee absence. Provide substitute employee.	Inspection and Observation	\$100 per occurrence for notification, plus additional \$100 per occurrence for no substitute
SOW Section: 8.1.5 Contractor Personnel	Provide training and programs in their assigned task and in safety in the workplace.	Provide copies of Programs and/or training records upon County request	\$100 per occurrence, or per day or until corrected

ATTACHMENT 2
PERFORMANCE REQUIREMENTS SUMMARY (PRS) CHART

REFERENCE/ REQUIRED SERVICE	STANDARD OF PERFORMANCE	MONITORING METHOD	DEDUCTIONS/FEEES TO BE ASSESSED
SOW Section: 8.1.8 Contractor Personnel	Provide Uniforms and County ID badges.	Inspection and Observation	\$100 per occurrence, or per day, until corrected
SOW Section: 8.2.1 Contractor daily facility log	Contractor to maintain daily facility log with arrival/ departure/lunch/break of employee's times.	Inspection of Log	\$100 per day
SOW Section: 8.2.2 Contractors staff only to have access to County facilities	Contractor staff only allowed in County facilities during work shifts.	Observation	\$100 per occurrence
SOW Section: 8.2.3 Contractor to maintain facility security	Contractor employees to maintain facility security by not leaving doors open and exit/ entrance doors to be locked at all times.	Inspection & Observation	\$100 per occurrence
SOW Section: 8.2.4 Contractor to use lights necessary for cleaning in the immediate area where employees are working. Areas not in use, lights shall be turned off and doors locked before leaving offices that have been cleaned.	Contractor employees to turn off lights when not cleaning that immediate area and to lock doors after cleaning the offices.	Inspection & Observation	\$100 per occurrence
SOW Section: 8.2.5 Contractor staff not to disturb private property of County employees	Contractors employees not to disturb any items/papers on desks in cabinets, use radios or telephones and tamper with any personal property.	Inspection & Observation	\$100 per occurrence; possible removal of employee from facility.
SOW Section: 8.2.6 Contractor not to distribute keys to Subcontractor/Outsourced Vendor staff	Contractor not to distribute keys to Subcontractor/ Outsourced Vendor staff performing services on County property.	Inspection & Observation	\$100 per day Until corrected

ATTACHMENT 2
PERFORMANCE REQUIREMENTS SUMMARY (PRS) CHART

REFERENCE/ REQUIRED SERVICE	STANDARD OF PERFORMANCE	MONITORING METHOD	DEDUCTIONS/FEEES TO BE ASSESSED
SOW Section: 8.3 County Provided Items Storage Facilities, Fixed Equipment and Utilities	Secure and maintain County provided equipment/Facilities.	Inspection & Observation	\$100 per day
SOW Section: 8.4 County required meetings	Contractor attendance at all monthly or as required County meetings. Contractor's representative must be familiar with all facilities included in the contract and be able to address issues	Inspection and Observation	\$100 per occurrence
SOW Section: 8.5 Contractor's Office	Contractor to maintain office in Los Angeles County. Must be staffed 8-5 Monday-Friday. When closed, must have answering service to respond to County calls within 2 hours.	Inspection and Observation Possible time record audit	\$100 per day Until corrected
SOW Section: 9.2 Contractor to provide all supplies/equipment in performance of this Contract.	Contractor shall maintain adequate equipment and all supplies necessary for the performance of all services in this Contract.	Inspection and Observation	\$100 per day until corrected
SOW Section: 11.0 Quality Control Plan	County acceptance of Plan	Receipt of document	\$100 per occurrence Per day
SOW Section: 12.1 Meetings	Attendance at Monthly Meetings. Must respond to County within 24 hour notice	Attendance	\$200 - First 2 occurrences \$400 - 3rd to 5th occurrences \$750 – 6th occurrence and a correction action notice/plan

ATTACHMENT 2
PERFORMANCE REQUIREMENTS SUMMARY (PRS) CHART

REFERENCE/ REQUIRED SERVICE	STANDARD OF PERFORMANCE	MONITORING METHOD	DEDUCTIONS/FEEES TO BE ASSESSED
Contract: Paragraph 7.1 Contractor's Project Manager	Provide a Project Manager accessible all hours, 365 days/year. Notify County of changes to Project Manager.	Inspection & Observation	\$100 per occurrence Per day until corrected
Contract: Paragraph 7.2 Approval of Contractor's Staff	County's approval of staff.	Inspection and Observation	\$100 per occurrence
Contract: Paragraph 7.2.2 Custodial Personnel	Removal of employee immediately upon County request.	Inspection and Observation	\$100 per occurrence
Contract: Paragraph 7.3 and SOW Section 8.1.4 Contractor to ensure all Contractor's Staff Identification/County ID Badges	Employees wear County ID badges. Contract employees may not work at a county facility until background and badging are completed	Inspection and Observation	\$100 per occurrence or per day, until corrected
Contract: Paragraph 7.3.2 Contractor's Staff Identification/ ISD ID Badges	Contractor to return an employee's ID badge to the County's Project Manager on the next business day after the employee has terminated employment or removed from working at a County facility.	Inspection and Observation	\$100 per badge not returned
Contract: Paragraph 7.3.3 Contractor's Staff Identification/ County ID Badges	If County requests the removal of Contractor's staff, Contractor is responsible to retrieve and immediately return to County's Project Manager the Contractor's staff's County ID badge at the time of removal from working on the Contract.	Inspection and Observation	\$100 per badge not returned

ATTACHMENT 2
PERFORMANCE REQUIREMENTS SUMMARY (PRS) CHART

Contract: Paragraph 7.3.4 Contractor's Staff Identification/ County ID Badges	Improper of fraudulent use of County ID badges or failure return the employees County ID badge.	Inspection and Observation	\$100 per occurrence
Contract: Paragraph 7.4.1 Background and Security Investigations	Contractor's staff must pass background checks. Fees at expense of Contractor.	Inspection and Observation	\$100 per occurrence
Contract: Paragraphs 7.4.2 Background and Security Investigations	Contractor's staff not passing background checks are not to work at County facilities and shall be removed from County facilities.	Inspection and Observation	\$100 per occurrence
Contract: Paragraphs 8.24 General Insurance Requirements	Compliance with Contract Insurance Requirements	Receipt of document	\$100 per occurrence; possible termination for default of contract.
Contract: Paragraph 8.34 - Notices	Contractor to submit notices of changes in office information to County.	Receipt of document	\$100 per notice not made
Contract: Sub-paragraph 8.38 - Record Retention & Inspection/Audit Settlement	Contractor to maintain all required documents as specified in Sub-paragraph 8.37.	Inspection of files	\$100 per occurrence; possible termination for default of contract.
Contract: Sub-paragraph 8.40 – Subcontracting	Contractor shall obtain County's written approval prior to subcontracting any work.	Inspection & Observation	\$100 per occurrence; possible termination for default of contract
Contract: Paragraph 9.1 Contractor's Compliance with Living Wage	Contractor to be in compliance with County's Living Wage Program.	Inspection & Observation	\$100 per occurrence; possible termination for default of contract.

PRICING SCHEDULE

**Pricing Schedule
PRIDE Industries One, Inc.**

EXHIBIT B

ForRef Only	BIS No.	LACO No.	FACILITY LOCATION	ADDRESS	CITY	MONTHLY COST
1	9449	X205	CEO-County Emergency Oper Center	1275 N. Eastern Ave.	Los Angeles	\$ 4,218.99
2	3602	5883	Alhambra Courthouse	150 West Commonwealth	Alhambra	\$ 16,967.38
3	3705	4104	Glendale Courthouse	600 East Broadway	Glendale	\$ 12,175.18
4	4073	3241	East Los Angeles Courthouse	4848 East Civic Center Way	East Los Angeles	\$ 14,133.54
5	4064	4306	Comfort Station/Park Facility	5301 E. 3rd St	East Los Angeles	\$ 1,511.25
6	5341	X201	Edelman Children's Court	201 Centre Plaza Dr.	Monterey Park	\$ 42,043.04
7	3785 3788	5399	Pasadena Superior Courthouses	300 East Walnut Avenue 200 N. Garfield	Pasadena	\$ 29,828.55
8	57	5805	Mental Health Courthouse	1150 North San Fernando Road	Los Angeles	\$ 7,020.67
9	10545	X703	Community and Senior Services	730 E. Altadena Dr.	Altadena	\$ 946.04
10A	10522	6390	DC&SS-Centro Maravilla Svs Ctr - Building A	4716 Cesar Chavez	Los Angeles	\$ 994.79
10B	10522	Y135	DC&SS-Centro Maravilla Svs Ctr - Building B	4716 Cesar Chavez	Los Angeles	\$ 610.75
10C	10522	Y136	DC&SS-Centro Maravilla Svs Ctr - Building C	4716 Cesar Chavez	Los Angeles	\$ 625.42
11	10533	Y014	Altadena Senior Center	560 Mariposa	Altadena	\$ 1,884.97
12	9014	6131	ELA Community & Senior Services	133 No. Sunol Dr.	Los Angeles	\$ 6,850.29
13	9374	A423	Sheriff/County Counsel	101 Centre Plaza	Monterey Park	\$ 4,312.70
14	10286	A391	DA-Warehouse	5300 Harbor St.	Commerce	\$ 1,336.36
15	5305	C269	DPSS-Lincoln Heights	4077 Mission Road	Los Angeles	\$ 6,007.40
16	5268	C760	DPSS-ELA GROW Employment Svs Ctr	2200 Humbolt	Los Angeles	\$ 3,835.46
17	5303	D465	DPSS-Pasadena	955 No. Lake St.	Pasadena	\$ 7,840.65
18	5283	A481	DPSS-Glendale	4680 San Fernando Rd.	Glendale	\$ 4,984.03
19	5914	X007	Fire-FCCF Building	1320 N. Eastern Ave.	Los Angeles	\$ 5,090.23
19A	5914		Fire-Weightlifting Room	1320 N. Eastern Ave.	Los Angeles	\$ 587.75
20	7024	5865	Fire-Eastern ISD Fleet Services	1104 N. Eastern Ave.	Los Angeles	\$ 7,187.54
21	5910	3542	Fire Hdqts-Klinger Center	1320 No. Eastern Ave.	Los Angeles	\$ 5,792.97
22	5910	3704	FIRE-LAO Training Center	1320 No. Eastern Ave.	Los Angeles	\$ 2,019.73
23	7022	5863	ISD Headquarters	1100 No. Eastern Ave.	Los Angeles	\$ 10,759.45
24	7021	T061	ISD - HR Annex- trailer	1100 No. Eastern Ave.	Los Angeles	\$ 1,172.96
25	10348	B382	Mental Health	5321 Via Marisol	Los Angeles	\$ 1,201.19
26	7024	5865	Sheriff-Eastern Fleet Services	1104 N. Eastern	Los Angeles	\$ 1,599.15
27	9375	X167	Sheriff Headquarters	4700 Ramona Blvd.	Monterey Park	\$ 17,873.03
28	6748	5412	ELA County Hall-BOS Dist 1 Office	4801 E. Third St.	E. Los Angeles	\$ 1,820.42
29	858	5979	Arraignment Court	429 Bauchet St.	Los Angeles	\$ 12,721.40
30	5215	Y013	DPSS-LA Civic Center	813 4th Place	Los Angeles	\$ 7,287.26
31	5266	X333	Sheriff/Mental Health	1925 Daly Street	Los Angeles	\$ 2,045.70
32	10347	A095	DHS - Northeast Wellness Center	5564 North Figueroa	Los Angeles	\$ 864.12
33	7024	5865	Fleet Services - ISD	1104 N. Eastern Ave.	Los Angeles	\$ 227.25
TOTAL						\$ 246,377.61

ADDITIONAL SERVICES*	
SERVICE	RATE (\$)
Emergencies or Call Back Work	\$ 25.47
Special Events/Programs	\$ 19.15
Facility Additions - Staffing	\$ 19.15
Custodian	\$ 19.15
Principal Custodian	\$ 19.75
Supervisor	\$ 24.95
Carpet & Floor Care as needed	\$ 21.50

* These rates shall be fully burdened.

STAFFING AND SPECIFICATION SHEETS

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 1	
Department/Facility	CEO – Emergency Operations Center
Address	1275 N. Eastern Avenue, Los Angeles

Hours of Operation	Days of Operation
7:00 AM – 4:30 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M - F)	1	8.0	7 am to 3:30 pm
Night (M - F)			

Facility Specifications	
Gross Square Footage	36,000
Staff in Building	75
Approximate Number of Persons Entering/Exiting Building Per Month	400
Number of Floors	2
Number of Stairwells	2
Number of Elevators	1
Approximate Number of Light Fixtures	80
Number of Parking Lots	3
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	2
Number of Sinks	3 + 1 double
Number of Single Fold Paper Towel Dispensers	2
Number of Soap Dispensers (Type: Liquid or Dry)	1 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	6
Number of Single Fold Paper Towel Dispensers	6
Number of Soap Dispensers (Type: Liquid or Dry)	4 Liquid
Number of Sanitary Napkin Dispensers	2
Number of Tampon Dispensers	2
Number of Basins/Sinks	8
Number of Toilets	13
Number of Urinals	4
Number of Showers	12

Rubbish/Trash Removal					
Number of Rubbish Bins	N/A	Pickups Per Week	N/A	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up		County			

Window Cleaning			
Number of Windows/Exterior Glass	40	Interior Partition Glass/Doors	40

Describe Cleaning Special Cleaning or Operational Requirements
Do not want any cleaning in the telephone and communication offices.

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 2	
Department/Facility	Alhambra Court
Address	150 Commonwealth Avenue, Alhambra

Hours of Operation	Days of Operation
7:00 AM – 5:30 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	8.0	7:00 am to 3:30 pm
Night (M-F)	4	8.0	4:30 pm to 1:00 am

Facility Specifications	
Gross Square Footage	99,123
Staff in Building	140
Approximate Number of Persons Entering/Exiting Building Per Month	34,378
Number of Floors	5
Number of Stairwells	6
Number of Elevators	6
Approximate Number of Light Fixtures	3,168
Number of Parking Lots	1
Number of Detention/Holding Cells	10
Number of Kitchen Areas	3
Number of Kitchenettes	1
Number of Sinks	3
Number of Single Fold Paper Towel Dispensers	1
Number of Soap Dispensers (Type: Liquid or Dry)	1 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	57
Number of Single Fold Paper Towel Dispensers	57
Number of Soap Dispensers (Type: Liquid or Dry)	57 Liquid
Number of Sanitary Napkin Dispensers	16
Number of Tampon Dispensers	0
Number of Basins/Sinks	81
Number of Toilets	77
Number of Urinals	17
Number of Showers	5

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up		County			

Window Cleaning			
Number of Windows/Exterior Glass	903	Interior Partition Glass/Doors	35

Describe Cleaning Special Cleaning or Operational Requirements
Day custodian cleans telephone operators room at 7:15 AM

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 3	
Department/Facility	Glendale Court
Address	600 Broadway, Glendale

Hours of Operation	Days of Operation
7:00 AM – 6:30 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M - F)	1	8.0	8:00 am to 4:30 pm
Night (M - F)	2	8.0	4:30 pm to 1:00 am

Facility Specifications	
Gross Square Footage	55,821
Staff in Building	200
Approximate Number of Persons Entering/Exiting Building Per Month	29,000
Number of Floors	3
Number of Stairwells	5
Number of Elevators	1
Approximate Number of Light Fixtures	630
Number of Parking Lots	1
Number of Detention/Holding Cells	6
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Sinks	2
Number of Single Fold Paper Towel Dispensers	2 + 1 roll
Number of Soap Dispensers (Type: Liquid or Dry)	1 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	28
Number of Single Fold Paper Towel Dispensers	44
Number of Soap Dispensers (Type: Liquid or Dry)	30 Liquid
Number of Sanitary Napkin Dispensers	6
Number of Tampon Dispensers	6
Number of Basins/Sinks	39
Number of Toilets	42
Number of Urinals	7
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	131	Interior Partition Glass/Doors	20

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 4	
Department/Facility	East Los Angeles Court
Address	4848 CIVIC CENTER WAY East Los Angeles

Hours of Operation	Days of Operation
7:00 Am to 4:00 PM	Monday – Friday (M-F) M-F

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	8	7:00 am – 3:30 pm
Night (M-F)	3	8	5:00 pm – 1:30 am

Facility Specifications	
Gross Square Footage	93,286
Staff in Building	220
Approximate Number of Persons Entering/Exiting Building Per Month	6,518
Number of Floors	4
Number of Stairwells	3
Number of Elevators	5
Approximate Number of Light Fixtures	990
Number of Parking Lots	1
Number of Detention/Holding Cells	25
Number of Kitchen Areas	4
Number of Kitchenettes	0
Number of Sinks	4
Number of Single Fold Paper Towel Dispensers	4
Number of Soap Dispensers (Type: Liquid or Dry)	0 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	41
Number of Single Fold Paper Towel Dispensers	41
Number of Soap Dispensers (Type: Liquid or Dry)	99 Liquid
Number of Sanitary Napkin Dispensers	3
Number of Tampon Dispensers	13
Number of Basins/Sinks	82
Number of Toilets	35
Number of Urinals	8
Number of Showers	0

Rubbish/Trash Removal			
Number of Rubbish Bins	2	Pickups Per Week	5
Trash Compactor (Y/N)		N	
Who is Responsible for Rubbish Pick Up	County		

Window Cleaning			
Number of Windows/Exterior Glass	218	Interior Partition Glass/Doors	9

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 5	
Department/Facility	Comfort Station/ Park Facility (this is a two sided restroom and storage area)
Address	5301 E 3RD ST , East Los Angeles

Hours of Operation	Days of Operation
24 Hours – Park Facility	Monday – Sunday (M-Sun)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-Sun)	2	2.0	10:00 am to 12:00 pm
Night (M-Sun)	2	2.0	6:00 pm to 8:00 pm

Facility Specifications	
Gross Square Footage	597
Staff in Building	0
Approximate Number of Persons Entering/Exiting Building Per Month	150
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Approximate Number of Light Fixtures	4
Number of Parking Lots	0
Number of Detention/Holding Cells	0
Number of Kitchen Areas	0
Number of Kitchenettes	0
Number of Sinks	0
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	0 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	2
Number of Single Fold Paper Towel Dispensers	Elec.hand dryer
Number of Soap Dispensers (Type: Liquid or Dry)	7 Liquid
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	8
Number of Toilets	9
Number of Urinals	3
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	3	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	0	Interior Partition Glass/Doors	0

Describe Cleaning Special Cleaning or Operational Requirements
Clean Restrooms (7) seven days a week, (2) two times per day.

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 6	
Department/Facility	Edelman Children's Court
Address	201 Centre Plaza Dr., Monterey Park

Hours of Operation	Days of Operation
6:30 AM – 5:00 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	8.0	6:00 am to 2:30 pm
	1	8.0	6:30 am to 3:00 pm
	1	8.0	6:00 am to 2:30 pm
	1	8.0	8:00 am to 4:30 pm
Night (M-th)	7	8.0	4:30 pm to 1:00 am
Fridays Only	7	8.0	3:00 pm to 11:30 pm
Supervisor	1	8.0	4:30 to 1:00 am

Facility Specifications	
Gross Square Footage	258,425
Staff in Building	1,229
Approximate Number of Persons Entering/Exiting Building Per Month	55,000
Number of Floors	7
Number of Stairwells	5
Number of Elevators	14
Approximate Number of Light Fixtures	728
Number of Parking Lots	2
Number of Detention/Holding Cells	35
Number of Kitchen Areas	6
Number of Kitchenettes	4
Number of Sinks	10
Number of Single Fold Paper Towel Dispensers	6
Number of Soap Dispensers (Type: Liquid or Dry)	5 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	72
Number of Single Fold Paper Towel Dispensers	87
Number of Soap Dispensers (Type: Liquid or Dry)	89 Liquid
Number of Sanitary Napkin Dispensers	16
Number of Tampon Dispensers	16
Number of Basins/Sinks	144
Number of Toilets	170
Number of Urinals	31
Number of Showers	3

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	1	Trash Compactor (Y/N)	Y
Who is Responsible for Rubbish Pick Up		County			

Window Cleaning			
Number of Windows/Exterior Glass	343	Interior Partition Glass/Doors	253

Describe Cleaning Special Cleaning or Operational Requirements
Daily carpet care required in some areas. One custodian is in charge of Shelter Care, cleans kid's restrooms and eating area 3 times per day. Clean patio area windows, wash trash compactor area, patio areas, and other areas as needed.

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 7	
Department/Facility	Pasadena Superior Court
Address	300 Walnut Street, Pasadena

Hours of Operation	Days of Operation
7:00 AM – 6:00 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	8.0	7:00 am to 3:30 pm
Night (M-F)	5	8.0	5:00 pm to 1:30 am
Supervisor	1	8.0	5:00 pm to 1:30 am

Facility Specifications	
Gross Square Footage	230,702
Staff in Building	99
Approximate Number of Persons Entering/Exiting Building Per Month	70,000
Number of Floors	7
Number of Stairwells	8
Number of Elevators	7
Approximate Number of Light Fixtures	3,154
Number of Parking Lots	2
Number of Detention/Holding Cells	9
Number of Kitchen Areas	7
Number of Kitchenettes	2
Number of Sinks	8
Number of Single Fold Paper Towel Dispensers	6
Number of Soap Dispensers (Type: Liquid or Dry)	3 Liquid
Number of Restrooms	75
(Including Jury rooms/Judges' chambers)	
Number of Single Fold Paper Towel Dispensers	74
Number of Soap Dispensers (Type: Liquid or Dry)	104 Liquid
Number of Sanitary Napkin Dispensers	26
Number of Tampon Dispensers	0
Number of Basins/Sinks	108
Number of Toilets	123
Number of Urinals	40
Number of Showers	3

Rubbish/Trash Removal			
Number of Rubbish Bins	2	Pickups Per Week	5
Trash Compactor (Y/N)	N		
Who is Responsible for Rubbish Pick Up	County		

Window Cleaning			
Number of Windows/Exterior Glass	299	Interior Partition Glass/Doors	60

Describe Cleaning Special Cleaning or Operational Requirements
One full-time dedicated Supervisor required for night shift.

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 8	
Department/Facility	Mental Health Court
Address	1150 San Fernando Road, Los Angeles

Hours of Operation	Days of Operation
8:30 AM – 4:30 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	8.0	8:00 am to 4:30 pm
Night (M-F)	1	8.0	4:00 pm to 12:30 am

Facility Specifications	
Gross Square Footage	28,521
Staff in Building	150
Approximate Number of Persons Entering/Exiting Building Per Month	5,400
Number of Floors	2
Number of Stairwells	2
Number of Elevators	0
Approximate Number of Light Fixtures	75
Number of Parking Lots	1
Number of Detention/Holding Cells	6
Number of Kitchen Areas	4
Number of Kitchenettes	1
Number of Sinks	4
Number of Single Fold Paper Towel Dispensers	4
Number of Soap Dispensers (Type: Liquid or Dry)	2 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	14
Number of Single Fold Paper Towel Dispensers	13
Number of Soap Dispensers (Type: Liquid or Dry)	13 Liquid
Number of Sanitary Napkin Dispensers	1
Number of Tampon Dispensers	0
Number of Basins/Sinks	12
Number of Toilets	18
Number of Urinals	5
Number of Showers	3

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	5	Trash Compactor (Y/N)	0
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	50	Interior Partition Glass/Doors	1

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 9	
Department/Facility	Community and Senior Services
Address	730 East Altadena Dr, Altadena

Hours of Operation	Days of Operation
8:00 AM – 4:30 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M - F)	0		
Night (M, W, F)	1	3.00	9:00 pm to 12:00 am

Facility Specifications	
Gross Square Footage	7,200
Staff in Building	7
Approximate Number of Persons Entering/Exiting Building Per Month	813
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Approximate Number of Light Fixtures	72
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	0
Number of Sinks	1 double
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	0
Number of Restrooms (Including Jury rooms/Judges' chambers)	2
Number of Single Fold Paper Towel Dispensers (see below)	4 *
Number of Soap Dispensers (Type: Liquid or Dry)	3 Liquid
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	4
Number of Toilets	6
Number of Urinals	1
Number of Showers	0

Rubbish/Trash Removal			
Number of Rubbish Bins	1	Pickups Per Week	2
Trash Compactor (Y/N)			N
Who is Responsible for Rubbish Pick Up	County		

Window Cleaning			
Number of Windows/Exterior Glass	62	Interior Partition Glass/Doors	0

Describe Cleaning Special Cleaning or Operational Requirements
* 2 multi towel dispensers and 2 rolls

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 10 A	
Department/Facility	Centro Maravilla – Community Center – Building A
Address	4716 Cesar Chavez, Los Angeles

Hours of Operation	Days of Operation
8:00 AM to 5:00 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Eve (M-F) Bldg. A	1	3.5	1:00 pm to 4:00 pm
			4:30 pm to 5:00 pm

Facility Specifications (Includes buildings. A, B, & C)	
Gross Square Footage	6,901
Staff in Building	25
Approximate Number of Persons Entering/Exiting Building Per Month	3,965
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Approximate Number of Light Fixtures	76
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Sinks	2
Number of Single Fold Paper Towel Dispensers	1
Number of Soap Dispensers (Type: Liquid or Dry)	0 n/a
Number of Restrooms (Including Jury rooms/Judges' chambers)	6
Number of Single Fold Paper Towel Dispensers	6
Number of Soap Dispensers (Type: Liquid or Dry)	6 Liquid
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	6
Number of Toilets	6
Number of Urinals	0
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	5X	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	48	Interior Partition Glass/Doors	2

Describe Cleaning Special Cleaning or Operational Requirements
Wash down walkway once a month. Wash windows four times a year. All fixture/dispenser and other counts above are inclusive of all three buildings.

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 10 B	
Department/Facility	Centro Maravilla – Community Center – Building B
Address	4716 Cesar Chavez, Los Angeles

Hours of Operation	Days of Operation
8:00 AM – 5:00 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Eve (M-F) Bldg B	1	2.0	5:00 pm to 7:00 pm

Facility Specifications	
Gross Square Footage	3,612
Staff in Building	6
Approximate Number of Persons Entering/Exiting Building Per Month	3,965
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Approximate Number of Light Fixtures	76
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	0
Number of Kitchenettes	0
Number of Sinks	0
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	0 0
Number of Restrooms	
(Including Jury rooms/Judges' chambers)	2
Number of Single Fold Paper Towel Dispensers	2
Number of Soap Dispensers (Type: Liquid or Dry)	2 Liquid
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	2
Number of Toilets	2
Number of Urinals	0
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	5x	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	48	Interior Partition Glass/Doors	2

Describe Cleaning Special Cleaning or Operational Requirements
<p>Wash down walkways once a month. Wash windows four times a year. All fixture/dispenser and other counts above are inclusive of all three buildings.</p>

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 10 C	
Department/Facility	Centro Maravilla – Community Center – Building C
Address	4716 Cesar Chavez, Los Angeles (Three Bldg. A,B, C) same address

Hours of Operation	Days of Operation
8:00 AM – 5:00 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
	Eve (M-F) Bldg C	1	2.5
	0		

Facility Specifications	
Gross Square Footage	4,073
Staff in Building	6
Approximate Number of Persons Entering/Exiting Building Per Month	3,965
Number of Floors	1
Number of Stairwells	1
Number of Elevators	0
Approximate Number of Light Fixtures	76
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Sinks	2
Number of Single Fold Paper Towel Dispensers	1
Number of Soap Dispensers (Type: Liquid or Dry)	0 0
Number of Restrooms	
(Including Jury rooms/Judges' chambers)	2
Number of Single Fold Paper Towel Dispensers	2
Number of Soap Dispensers (Type: Liquid or Dry)	2 Liquid
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	2
Number of Toilets	2
Number of Urinals	1
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	5X	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up		County			

Window Cleaning			
Number of Windows/Exterior Glass	48	Interior Partition Glass/Doors	2

Describe Cleaning Special Cleaning or Operational Requirements
<p>Wash down walkways once a month. Wash windows four times a year. All fixture/dispenser and other counts above are inclusive of all three buildings.</p>

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 11	
Department/Facility	Altadena Senior Center
Address	560 Mariposa Street, Altadena

Hours of Operation	Days of Operation
7:00 AM – 6:00 PM	Monday – Friday (M-F) They have some activities on Saturday

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	0		
Night (M-F)	1	4	5:00 pm to 9:00 pm

Facility Specifications	
Gross Square Footage	17,071
Staff in Building	5
Approximate Number of Persons Entering/Exiting Building Per Month	975
Number of Floors	2
Number of Stairwells	1
Number of Elevators	1
Approximate Number of Light Fixtures	86
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	0
Number of Sinks	1 triple
Number of Single Fold Paper Towel Dispensers	1
Number of Soap Dispensers (Type: Liquid or Dry)	1 Liquid
Number of Restrooms	6
(Including Jury rooms/Judges' chambers)	
Number of Single Fold Paper Towel Dispensers	6
Number of Soap Dispensers (Type: Liquid or Dry)	7 Liquid
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	8
Number of Toilets	9
Number of Urinals	3
Number of Showers	2

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up		County			

Window Cleaning			
Number of Windows/Exterior Glass	56	Interior Partition Glass/Doors	0

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 12	
Department/Facility	East Los Angeles Service - Community and Senior Services
Address	133 Sunol Drive, Los Angeles

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	8	8:00 am to 4:30 pm
Night (M-F)	2	8	5:00 pm to 1:30 am

Hours of Operation	Days of Operation
See Below *	Monday – Friday (M-F) M-Saturday

Facility Specifications	
Gross Square Footage	28,514
Staff in Building	75
Approximate Number of Persons Entering/Exiting Building Per Month	1,500
Number of Floors	2
Number of Stairwells	2
Number of Elevators	1
Approximate Number of Light Fixtures	416
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	2
Number of Kitchenettes	0
Number of Sinks	2
Number of Single Fold Paper Towel Dispensers	2
Number of Soap Dispensers (Type: Liquid or Dry)	2 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	10
Number of Single Fold Paper Towel Dispensers	12
Number of Soap Dispensers (Type: Liquid or Dry)	10 Liquid
Number of Sanitary Napkin Dispensers	2
Number of Tampon Dispensers	4
Number of Basins/Sinks	10
Number of Toilets	20
Number of Urinals	4
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	69	Interior Partition Glass/Doors	0

Describe Cleaning Special Cleaning or Operational Requirements											
<ul style="list-style-type: none"> Hours of Operation: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Monday – 6:00AM to 10:30PM</td> <td style="width: 50%;">Saturday 7:00AM to 1:00PM</td> </tr> <tr> <td>Tuesday – 6:00AM to 8:30PM</td> <td>8:00AM to 5:00PM -Day</td> </tr> <tr> <td>Wednesday – 6:00AM to 7:00PM</td> <td>9:00AM to 12:00PM - Night</td> </tr> <tr> <td>Thursday – 6:00AM to 10:30PM</td> <td></td> </tr> <tr> <td>Friday – 6:00AM to 9:00PM</td> <td></td> </tr> </table> 		Monday – 6:00AM to 10:30PM	Saturday 7:00AM to 1:00PM	Tuesday – 6:00AM to 8:30PM	8:00AM to 5:00PM -Day	Wednesday – 6:00AM to 7:00PM	9:00AM to 12:00PM - Night	Thursday – 6:00AM to 10:30PM		Friday – 6:00AM to 9:00PM	
Monday – 6:00AM to 10:30PM	Saturday 7:00AM to 1:00PM										
Tuesday – 6:00AM to 8:30PM	8:00AM to 5:00PM -Day										
Wednesday – 6:00AM to 7:00PM	9:00AM to 12:00PM - Night										
Thursday – 6:00AM to 10:30PM											
Friday – 6:00AM to 9:00PM											

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 13	
Department/Facility	Sheriff/County Counsel (shared by two county facilities)
Address	101 Centre Plaza Dr., Monterey Park

Hours of Operation	Days of Operation
7:30 AM – 6:00 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M - F)	1	8	1:00 pm to 9:30 pm
Night (M-F)	1	2	4:30 pm to 6:30 pm

Facility Specifications	
Gross Square Footage	37,590
Staff in Building	350
Approximate Number of Persons Entering/Exiting Building Per Month	500
Number of Floors	3
Number of Stairwells	2
Number of Elevators	1
Approximate Number of Light Fixtures	600
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	0
Number of Sinks	2
Number of Single Fold Paper Towel Dispensers	1
Number of Soap Dispensers (Type: Liquid or Dry)	1 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	7
Number of Single Fold Paper Towel Dispensers	10
Number of Soap Dispensers (Type: Liquid or Dry)	10 Liquid
Number of Sanitary Napkin Dispensers	3
Number of Tampon Dispensers	3
Number of Basins/Sinks	11
Number of Toilets	12
Number of Urinals	4
Number of Showers	2

Rubbish/Trash Removal			
Number of Rubbish Bins	1	Pickups Per Week	5
Who is Responsible for Rubbish Pick Up		County	
		Trash Compactor (Y/N)	N

Window Cleaning			
Number of Windows/Exterior Glass	163	Interior Partition Glass/Doors	0

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5 Facility No.14	
Department/Facility	D.A. Warehouse
Address	5300 Harbor Street, Commerce, CA 90040

Hours of Operation	Days of Operation
8:00 Am to 5:00 PM	Monday – Friday (M-F) M-F

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	4.5	7:00 am to 11:30 am
Night (M-F)			

Facility Specifications	
Gross Square Footage - adjusted *	12,459
Staff in Building	32
Approximate Number of Persons Entering/Exiting Building Per Month	400
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Approximate Number of Light Fixtures	98
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	0
Number of Sinks	1
Number of Single Fold Paper Towel Dispensers	1
Number of Soap Dispensers (Type: Liquid or Dry)	0 N/A
Number of Restrooms (Including Jury rooms/Judges' chambers)	4
Number of Single Fold Paper Towel Dispensers	7
Number of Soap Dispensers (Type: Liquid or Dry)	8 Liquid
Number of Sanitary Napkin Dispensers	2
Number of Tampon Dispensers	2
Number of Basins/Sinks	8
Number of Toilets	8
Number of Urinals	3
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	1	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up		County			

Window Cleaning			
Number of Windows/Exterior Glass	15	Interior Partition Glass/Doors	0

Describe Cleaning Special Cleaning or Operational Requirements
<p>* Excludes warehouse space Day cleaning only</p>

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 15	
Department/Facility	DPSS
Address	4077 Mission Road, Los Angeles

Hours of Operation	Days of Operation
8:00 AM – 5:00 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	8	7:30 am to 4:00 pm
Night (M-F)	1	8	4:30 pm to 1:00 am

Facility Specifications	
Gross Square Footage	26,094
Staff in Building	180
Approximate Number of Persons Entering/Exiting Building Per Month	18,000
Number of Floors	2
Number of Stairwells	2
Number of Elevators	2
Approximate Number of Light Fixtures	310
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	0
Number of Sinks	1
Number of Single Fold Paper Towel Dispensers	2
Number of Soap Dispensers (Type: Liquid or Dry)	1 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	6
Number of Single Fold Paper Towel Dispensers	18
Number of Soap Dispensers (Type: Liquid or Dry)	18 Liquid
Number of Sanitary Napkin Dispensers	3
Number of Tampon Dispensers	0
Number of Basins/Sinks	12
Number of Toilets	15
Number of Urinals	6
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	2	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	25	Interior Partition Glass/Doors	50

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 16	
Department/Facility	DPSS
Address	2200 Humboldt Street, Los Angeles

Hours of Operation	Days of Operation
8:00 AM – 5:00 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	8.0	7:00 am to 3:30 pm
Night (M-F)			

Facility Specifications	
Gross Square Footage	23,655
Staff in Building	30
Approximate Number of Persons Entering/Exiting Building Per Month	1,600
Number of Floors	1
Number of Stairwells	1
Number of Elevators	0
Approximate Number of Light Fixtures	239
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Sinks	1
Number of Single Fold Paper Towel Dispensers	2
Number of Soap Dispensers (Type: Liquid or Dry)	2 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	5
Number of Single Fold Paper Towel Dispensers	8
Number of Soap Dispensers (Type: Liquid or Dry)	9 Liquid
Number of Sanitary Napkin Dispensers	2
Number of Tampon Dispensers	1
Number of Basins/Sinks	10
Number of Toilets	9
Number of Urinals	4
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	2	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	81	Interior Partition Glass/Doors	3

Describe Cleaning Special Cleaning or Operational Requirements
Floorcare on weekends only.

FACILITY SPECIFICATION SHEET

Region 5	Facility 17
Department/Facility	DPSS - Pasadena
Address	955 Lake Avenue, Pasadena

Hours of Operation	Days of Operation
7:00 AM – 5:00 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	8.0	8:00 am to 4:30 am
Night (M-F)	1	8.0	5:00 pm to 1:30 am
Night (M-F)	1	4.0	6:00 pm to 10:00 pm

Facility Specifications	
Gross Square Footage	37,342
Staff in Building	197
Approximate Number of Persons Entering/Exiting Building Per Month	10,000
Number of Floors	3
Number of Stairwells	2
Number of Elevators	2
Approximate Number of Light Fixtures	426
Number of Parking Lots	2
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	0
Number of Sinks	1
Number of Single Fold Paper Towel Dispensers	2
Number of Soap Dispensers (Type: Liquid or Dry)	1 Liquid
Number of Restrooms	8
(Including Jury rooms/Judges' chambers)	
Number of Single Fold Paper Towel Dispensers	15
Number of Soap Dispensers (Type: Liquid or Dry)	15 Liquid
Number of Sanitary Napkin Dispensers	3
Number of Tampon Dispensers	3
Number of Basins/Sinks	26
Number of Toilets	27
Number of Urinals	4
Number of Showers	0

Rubbish/Trash Removal			
Number of Rubbish Bins	1	Pickups Per Week	5
Who is Responsible for Rubbish Pick Up	County	Trash Compactor (Y/N)	N

Window Cleaning			
Number of Windows/Exterior Glass	23	Interior Partition Glass/Doors	48

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5	Facility 18
Department/Facility	DPSS – Glendale
Address	4680 San Fernando Road, Glendale

Hours of Operation	Days of Operation
7:00 AM – 4:30 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	8.0	8:00 am to 4:30 pm
Night (M-F)			

Facility Specifications	
Gross Square Footage	37,590
Staff in Building	451
Approximate Number of Persons Entering/Exiting Building Per Month	6,000
Number of Floors	3
Number of Stairwells	2
Number of Elevators	3
Approximate Number of Light Fixtures	57
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	3
Number of Kitchenettes	0
Number of Sinks	3
Number of Paper Towel Dispensers –Roll Dispensers	3
Number of Soap Dispensers (Type: Liquid or Dry)	3 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	8
Number of Single Fold Paper Towel Dispensers	8
Number of Soap Dispensers (Type: Liquid or Dry)	29 Liquid
Number of Sanitary Napkin Dispensers	5
Number of Tampon Dispensers	5
Number of Basins/Sinks	29
Number of Toilets	35
Number of Urinals	7
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	2	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	1,170	Interior Partition Glass/Doors	20

Describe Cleaning Special Cleaning or Operational Requirements
Day cleaning only - Clean restrooms, kitchen areas, stairs, exterior entrances to the building including public and employees. Also sweeps 1 st level of the parking structure. The rest of the building is cleaned at night by the owner.

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 19	
Department/Facility	Fire – FCCF Building
Address	1320 N Eastern Ave

Hours of Operation	Days of Operation
24 hours	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	4.0	3:00 am to 7:00 am
Night (M-F)	1	8.0	4:00 pm to 12:30 am

Facility Specifications	
Gross Square Footage	32,675
Staff in Building	85
Approximate Number of Persons Entering/Exiting Building Per Month	500
Number of Floors	2
Number of Stairwells	2
Number of Elevators	1
Approximate Number of Light Fixtures	357
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Sinks	1 double
Number of Single Fold Paper Towel Dispensers	1 c-fold
Number of Soap Dispensers (Type: Liquid or Dry)	0
Number of Restrooms (Including Jury rooms/Judges' chambers)	5
Number of Single Fold Paper Towel Dispensers	5 c-fold
Number of Soap Dispensers (Type: Liquid or Dry)	12 Liquid
Number of Sanitary Napkin Dispensers	2
Number of Tampon Dispensers	2
Number of Basins/Sinks	12
Number of Toilets	11
Number of Urinals	6
Number of Showers	5

Rubbish/Trash Removal					
Number of Rubbish Bins	2	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up		County			

Window Cleaning			
Number of Windows/Exterior Glass	169	Interior Partition Glass/Doors	35

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 19 A	
Department/Facility	Fire - Weight lifting room
Address	1320 N. Eastern Avenue, Los Angeles CA

Hours of Operation	Days of Operation
8:00 AM – 5:00 PM	Tuesday & Thursday (Tue – Thu)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (Tue-Thur)	1	5	8:00 am to 1:00 pm
Night (M-F)	0		

Facility Specifications	
Gross Square Footage	2021
Staff in Building	0
Approximate Number of Persons Entering/Exiting Building Per Month	100
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Approximate Number of Light Fixtures	20
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	0
Number of Kitchenettes	0
Number of Sinks	0
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	0 0
Number of Restrooms (Including Jury rooms/Judges' chambers)	0
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	0 0
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	0
Number of Toilets	0
Number of Urinals	0
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	2	Pickups Per Week	5	Trash Compactor (Y/N)	N/A
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	0	Interior Partition Glass/Doors	2D/G

Describe Cleaning Special Cleaning or Operational Requirements
Weight lifting room: Weight Machines (24) , Weight Holders for Barbells (9), Treadmills (4), Stair Climber Machines (1), Stationary / Exercise Bicycle (4), Exercise Weight balls (13)
Service does not include floor care or other periodic services.

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 20	
Department/Facility	Fire – Eastern
Address	1104 N. Eastern Avenue, Los Angeles

Hours of Operation	Days of Operation
6:00 AM – 5:00 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	2	8.0	5:30 am to 2:00 pm
Night (M-F)	0		

Facility Specifications	
Gross Square Footage	36,822
Staff in Building	25
Approximate Number of Persons Entering/Exiting Building Per Month	48
Number of Floors	1
Number of Stairwells	2
Number of Elevators	0
Approximate Number of Light Fixtures	30
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Sinks	1
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	0
Number of Restrooms	2
(Including Jury rooms/Judges' chambers)	
Number of Single Fold Paper Towel Dispensers	2
Number of Soap Dispensers (Type: Liquid or Dry)	2
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	5
Number of Toilets	4
Number of Urinals	2
Number of Showers	2

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up		County			

Window Cleaning			
Number of Windows/Exterior Glass	0	Interior Partition Glass/Doors	14

Describe Cleaning Special Cleaning or Operational Requirements
Facility required to have (2) Day porters per customer's request.

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 21	
Department/Facility	Fire - Headquarters Klinger Center
Address	1320 North Eastern Avenue, Los Angeles

Hours of Operation	Days of Operation
6:00 AM – 5:00 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	0		
Night (M-F)	2	6.0	6:00 am to 12:30 pm

Facility Specifications	
Gross Square Footage	39,015
Staff in Building	100
Approximate Number of Persons Entering/Exiting Building Per Month	1,000
Number of Floors	2
Number of Stairwells	3
Number of Elevators	0
Approximate Number of Light Fixtures	437
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	3
Number of Sinks	4
Number of Single Fold Paper Towel Dispensers	4
Number of Soap Dispensers (Type: Liquid or Dry)	3 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	12
Number of Single Fold Paper Towel Dispensers	4
Number of Soap Dispensers (Type: Liquid or Dry)	17 Liquid
Number of Sanitary Napkin Dispensers	1
Number of Tampon Dispensers	1
Number of Basins/Sinks	16
Number of Toilets	17
Number of Urinals	6
Number of Showers	5

Rubbish/Trash Removal					
Number of Rubbish Bins	2	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up		County			

Window Cleaning			
Number of Windows/Exterior Glass	77	Interior Partition Glass/Doors	6

Describe Cleaning Special Cleaning or Operational Requirements
Trash bins are common to all LACOFD buildings at 1320 Eastern (included in FCCF spec sheet).

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 22	
Department/Facility	Fire - LACO Training Center
Address	1320 North Eastern Avenue, Los Angeles (total bid included with other 1320 Facilities)

Hours of Operation	Days of Operation
6:00 AM – 6:30 PM	Monday – Friday (M-F)

Current Staff	Custodians		
	No.	Hours	Shift
Day (M-F)			
Night (M-F)	2	2.0	4:00 pm to 6:00 pm

Facility Specifications	
Gross Square Footage	14,293
Staff in Building	25
Approximate Number of Persons Entering/Exiting Building Per Month	1,000
Number of Floors	2
Number of Stairwells	1
Number of Elevators	0
Approximate Number of Light Fixtures	174
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Sinks	2
Number of Single Fold Paper Towel Dispensers	2
Number of Soap Dispensers (Type: Liquid or Dry)	2 Liquid
Number of Restrooms	8
(Including Jury rooms/Judges' chambers)	
Number of Single Fold Paper Towel Dispensers	5
Number of Soap Dispensers (Type: Liquid or Dry)	11 Liquid
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	16
Number of Toilets	13
Number of Urinals	6
Number of Showers	7

Rubbish/Trash Removal					
Number of Rubbish Bins	2	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	109	Interior Partition Glass/Doors	0

Describe Cleaning Special Cleaning or Operational Requirements
Trash bins are common to all LACOFD buildings at 1320 Eastern (included in FCCF spec sheet).

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 23	
Department/Facility	Internal Services Headquarters
Address	1100 N. Eastern Ave., Los Angeles

Hours of Operation	Days of Operation
6:00 AM – 8:00 PM	Monday – Thursday (M-Th)

Current Staff	Custodians		
	No.	Hours	Shift
Day (M-F)	1	3.5	6:00 am to 9:30 am
Night (M-Th)	4	10.00	3: 30 pm to 2:00 am
Night (M-Th)	1	6.00	3:00 pm to 2:00 am

Facility Specifications	
Gross Square Footage	80,309
Staff in Building	314
Approximate Number of Persons Entering/Exiting Building Per Month	1,000
Number of Floors	4
Number of Stairwells	2
Number of Elevators	2
Approximate Number of Light Fixtures	1,127
Number of Parking Lots	2
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Sinks	1
Number of Single Fold Paper Towel Dispensers	2
Number of Soap Dispensers (Type: Liquid or Dry)	1 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	8
Number of Single Fold Paper Towel Dispensers	16
Number of Soap Dispensers (Type: Liquid or Dry)	20 Liquid
Number of Sanitary Napkin Dispensers	2
Number of Tampon Dispensers	2
Number of Basins/Sinks	23
Number of Toilets	28
Number of Urinals (waterless)	9
Number of Showers	2

Rubbish/Trash Removal					
Number of Rubbish Bins	2	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up		County			

Window Cleaning			
Number of Windows/Exterior Glass	271	Interior Partition Glass/Doors	37

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 24	
Department/Facility	Internal Services HR Trailer
Address	1100 N. Eastern Avenue, Los Angeles

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-Th)	1	0.5	9:30 am to 10:00 am
Night (M-Th)	1	4.0	10:00 pm to 2:00 am

Hours of Operation	Days of Operation
6:00 AM – 8:00 PM	Monday – Thursday (M-Th)

Facility Specifications	
Gross Square Footage	7,200
Staff in Building	47
Approximate Number of Persons Entering/Exiting Building Per Month	320
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Approximate Number of Light Fixtures	60
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Sinks	1
Number of Single Fold Paper Towel Dispensers	2
Number of Soap Dispensers (Type: Liquid or Dry)	0
Number of Restrooms (Including Jury rooms/Judges' chambers)	2
Number of Single Fold Paper Towel Dispensers	3
Number of Soap Dispensers (Type: Liquid or Dry)	2 Liquid
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	4
Number of Toilets	5
Number of Urinals (waterless)	1
Number of Showers	0

Rubbish/Trash Removal			
Number of Rubbish Bins		Pickups Per Week	Trash Compactor (Y/N) N
Who is Responsible for Rubbish Pick Up	County		

Window Cleaning			
Number of Windows/Exterior Glass	22	Interior Partition Glass/Doors	10

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5	Facility No. 25
Department/Facility	Department of Mental Health
Address	5321 Via Marisol, Los Angeles

Hours of Operation	Days of Operation
7:00 AM – 5:30 PM	Monday – Friday (M-F)

Current Staff	Custodians		
	No.	Hours	Shift
Day (M-F)			
Night (M-F)	1	4	4:00 pm to 8:00pm

Facility Specifications	
Gross Square Footage	9,135
Staff in Building	30
Approximate Number of Persons Entering/Exiting Building Per Month	1,200
Number of Floors	2
Number of Stairwells	2
Number of Elevators	0
Approximate Number of Light Fixtures	125
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	0
Number of Sinks	1 double
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	1 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	5
Number of Single Fold Paper Towel Dispensers	5
Number of Soap Dispensers (Type: Liquid or Dry)	5 Liquid
Number of Sanitary Napkin Dispensers	2
Number of Tampon Dispensers	2
Number of Basins/Sinks	5
Number of Toilets	7
Number of Urinals	2
Number of Showers	0

Rubbish/Trash Removal			
Number of Rubbish Bins	1	Pickups Per Week	3
Who is Responsible for Rubbish Pick Up		County	Trash Compactor (Y/N) N

Window Cleaning			
Number of Windows/Exterior Glass	111	Interior Partition Glass/Doors	0

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 26	
Department/Facility	Sheriff Department – Eastern
Address	1104 N. Eastern Avenue, Los Angeles

Hours of Operation	Days of Operation
7:00 AM – 4:30 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	3.5	10:30 am to 2:00 am
Night (M-F)	0		

Facility Specifications	
Gross Square Footage	9,151 +
Staff in Building	16
Approximate Number of Persons Entering/Exiting Building Per Month	4
Number of Floors	2
Number of Stairwells	2
Number of Elevators	0
Approximate Number of Light Fixtures	35
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	0
Number of Kitchenettes	0
Number of Sinks	0
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	0
Number of Restrooms (Including Jury rooms/Judges' chambers)	0
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	0
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	0
Number of Toilets	0
Number of Urinals	0
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	27	Interior Partition Glass/Doors	1

Describe Cleaning Special Cleaning or Operational Requirements
Day custodian uses 1.5 hours to monitor the restrooms at 1100 Eastern Ave. and HR Trailer

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 27	
Department/Facility	Sheriff Headquarters
Address	4700 Ramona Blvd., Monterey Park

Hours of Operation	Days of Operation
5:00 AM – 1:30 AM	Monday – Friday (M-F)

Current Staff	Custodians		
	No.	Hours	Shift
Day (M - F)	1	8.0	6:00 am to 2:30 pm
Night (M - F)	4	8.0	5:00 pm to 1:30 am

Facility Specifications	
Gross Square Footage	125,000
Staff in Building	700
Approximate Number of Persons Entering/Exiting Building Per Month	800
Number of Floors	5
Number of Stairwells	2
Number of Elevators	3
Approximate Number of Light Fixtures	1,250
Number of Parking Lots	2
Number of Detention/Holding Cells	0
Number of Kitchen Areas	11
Number of Kitchenettes	4
Number of Sinks	11
Number of Single Fold Paper Towel Dispensers	18
Number of Soap Dispensers (Type: Liquid or Dry)	0
Number of Restrooms (Including Jury rooms/Judges' chambers)	18
Number of Single Fold Paper Towel Dispensers	34
Number of Soap Dispensers (Type: Liquid or Dry)	31 Liquid
Number of Sanitary Napkin Dispensers	10
Number of Tampon Dispensers	
Number of Basins/Sinks	34
Number of Toilets	47
Number of Urinals	12
Number of Showers	6

Rubbish/Trash Removal					
Number of Rubbish Bins	5	Pickups Per Week	2	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	577	Interior Partition Glass/Doors	104

Describe Cleaning Special Cleaning or Operational Requirements
Special attention to 4 th floor Sheriff's Office, dust, vacuum, etc. Chiefs Office on the 3rd floor and 3 rd floor conference room for dust, trash, clean conference table top. Add sanitizing gym equipment in gym area once a week on Fridays.

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 28	
Department/Facility	East LA County Hall (Board of Supervisors Field Office)
Address	4801 East Third Street, E.L.A.

Hours of Operation	Days of Operation
8:00 AM. To 5:00 PM.	Monday – Friday (M-F)

Staffing Requirements	Custodians			Supervisors		
	No.	Hours	Shift	No.	Hours	Shift
Day (M-F)						
Night (M-F)	1	7.0	5:00 pm to 12:30am			

Facility Specifications	
Gross Square Footage	14,848
Staff in Building	40
Approximate Number of Persons Entering/Exiting Building Per Month	1,100
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Approximate Number of Light Fixtures	250
Number of Parking Lots	0
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Sinks	1
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	0
Number of Restrooms	5
(Including Jury rooms/Judges' chambers)	
Number of Single Fold Paper Towel Dispensers	5
Number of Soap Dispensers (Type: Liquid or Dry)	4 Liquid
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	8
Number of Toilets	9
Number of Urinals	1
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	45	Interior Partition Glass/Doors	5

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 29	
Department/Facility	Arraignment Court
Address	429 Bauchet Street, Los Angeles

Hours of Operation	Days of Operation
7:00 AM – 5:00 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	8.0	7:30 am to 4:30 pm
Night (M-F)	3	8.0	4:30 pm to 1:00 am

Facility Specifications	
Gross Square Footage	65,494
Staff in Building	82
Approximate Number of Persons Entering/Exiting Building Per Month	15,500
Number of Floors	2
Number of Stairwells	4
Number of Elevators	4
Approximate Number of Light Fixtures	1,098
Number of Parking Lots	2
Number of Detention/Holding Cells	15
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Sinks	2
Number of Single Fold Paper Towel Dispensers	2
Number of Soap Dispensers (Type: Liquid or Dry)	2 Liquid
Number of Restrooms	11
(Including Jury rooms/Judges' chambers)	
Number of Single Fold Paper Towel Dispensers	21
Number of Soap Dispensers (Type: Liquid or Dry)	15 Liquid
Number of Sanitary Napkin Dispensers	3
Number of Tampon Dispensers	3
Number of Basins/Sinks	40
Number of Toilets	37
Number of Urinals	5
Number of Showers	2

Window Cleaning			
Number of Windows/Exterior Glass	182	Interior Partition Glass/Doors	20

Rubbish/Trash Removal					
Number of Rubbish Bins	2	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 30	
Department/Facility	DPSS
Address	813 E. 4 th Place, Los Angeles

Hours of Operation	Days of Operation
7:00 AM – 5:00 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	8.0	7:30 am to 4:00 pm
Night (M-F)	2	8.0	4:00 pm – 12:30 am

Facility Specifications	
Gross Square Footage	39,956
Staff in Building	206
Approximate Number of Persons Entering/Exiting Building Per Month	8,518
Number of Floors	2
Number of Stairwells	2
Number of Elevators	1
Approximate Number of Light Fixtures	681
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	1
Number of Kitchenettes	0
Number of Sinks	1
Number of Single Fold Paper Towel Dispensers	1
Number of Soap Dispensers (Type: Liquid or Dry)	2 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	6
Number of Single Fold Paper Towel Dispensers	5
Number of Soap Dispensers (Type: Liquid or Dry)	17 Liquid
Number of Sanitary Napkin Dispensers	3
Number of Tampon Dispensers	3
Number of Basins/Sinks	22
Number of Toilets	23
Number of Urinals	8
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	2	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up	County				

Window Cleaning			
Number of Windows/Exterior Glass	6	Interior Partition Glass/Doors	146

Describe Cleaning Special Cleaning or Operational Requirements

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 31	
Department/Facility	Sheriff / Mental Health Services
Address	1925 Daly Street, Los Angeles

Hours of Operation	Days of Operation
6:00 AM – 5:30 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M - F)	0		
Night (M - F)	1	6.0	5:00 pm to 11:00 pm

Facility Specifications	
Gross Square Footage	16,878
Staff in Building	40
Approximate Number of Persons Entering/Exiting Building Per Month	100
Number of Floors	2
Number of Stairwells	2
Number of Elevators	1
Approximate Number of Light Fixtures	155
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	2
Number of Kitchenettes	0
Number of Sinks	1 & 1 double
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	2 Liquid
Number of Restrooms (Including Jury rooms/Judges' chambers)	4
Number of Single Fold Paper Towel Dispensers	6
Number of Soap Dispensers (Type: Liquid or Dry)	6 Liquid
Number of Sanitary Napkin Dispensers	1
Number of Tampon Dispensers	0
Number of Basins/Sinks	4
Number of Toilets	10
Number of Urinals	2
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	1	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up		County			

Window Cleaning			
Number of Windows/Exterior Glass	18	Interior Partition Glass/Doors	7

Describe Cleaning Special Cleaning or Operational Requirements
<p>No chemicals to be left in toilet bowls overnight. Restroom floors must be rinsed with clear water after cleaning. All chemicals must be mixed according to manufacturer's label instructions. No chorine bleach to be used in this facility.</p>

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 32	
Department/Facility	DHS - Northeast Wellness Center
Address	5564 North Figueroa Street Los Angeles, CA

Hours of Operation		Days of Operation	
7:00 a.m. to 5:30 p.m.		Monday – Friday (M-F)	
Current Staffing	Custodians		
	No.	Hours	Shift
Night (M-F)	1	3.0	8:30 am to 11:30 am

Facility Specifications	
Gross Square Footage	3,800
Staff in Building	10
Approximate Number of Persons Entering/Exiting Building Per Month	300
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Approximate Number of Light Fixtures	63
Number of Parking Lots	1
Number of Detention/Holding Cells	N/A
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Sinks	2
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	0
Number of Restrooms	3
(Including Jury rooms/Judges' chambers)	
Number of Single Fold Paper Towel Dispensers	3
Number of Soap Dispensers (Type: Liquid or Dry)	3 liquid
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	3
Number of Toilets	3
Number of Urinals	0
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	1	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up		County			

Window Cleaning			
Number of Windows/Exterior Glass	20	Interior Partition Glass/Doors	10

Describe Cleaning Special Cleaning or Operational Requirements
All other services are according to ISD contract.

FACILITY SPECIFICATION SHEET

Region 5 Facility No. 33	
Department/Facility	Fleet Services Internal Services Dept. (ISD)
Address	1104 N. Eastern Avenue, Los Angeles

Hours of Operation	Days of Operation
7:00 AM – 4:30 PM	Monday – Friday (M-F)

Current Staffing	Custodians		
	No.	Hours	Shift
Day (M-F)	1	0.5	10:00 am to 10:30 am
Night (M-F)	0		

Facility Specifications	
Gross Square Footage	1320
Staff in Building	8
Approximate Number of Persons Entering/Exiting Building Per Month	45
Number of Floors	1
Number of Stairwells	1
Number of Elevators	0
Approximate Number of Light Fixtures	15
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Number of Kitchen Areas	0
Number of Kitchenettes	0
Number of Sinks	0
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	0 0
Number of Restrooms (Including Jury rooms/Judges' chambers)	0
Number of Single Fold Paper Towel Dispensers	0
Number of Soap Dispensers (Type: Liquid or Dry)	0 0
Number of Sanitary Napkin Dispensers	0
Number of Tampon Dispensers	0
Number of Basins/Sinks	0
Number of Toilets	0
Number of Urinals	0
Number of Showers	0

Rubbish/Trash Removal					
Number of Rubbish Bins	1	Pickups Per Week	5	Trash Compactor (Y/N)	N
Who is Responsible for Rubbish Pick Up		County			

Window Cleaning			
Number of Windows/Exterior Glass		Interior Partition Glass/Doors	0

Describe Cleaning Special Cleaning or Operational Requirements
Amendment adds 0.5 hours per day of Day Porter service.

CONTRACTOR'S EEO CERTIFICATION

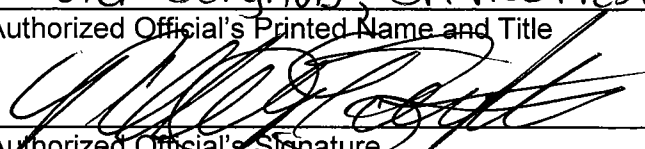
PRIDE Industries One, Inc.
 Contractor Name
10030 Foothills Blvd Roseville, CA 95747
 Address
91-1827109
 Internal Revenue Service Employer Identification Number

GENERAL CERTIFICATION

In accordance with Section 4.32.010 of the Code of the County of Los Angeles, the contractor, supplier, or vendor certifies and agrees that all persons employed by such firm, its affiliates, subsidiaries, or holding companies are and will be treated equally by the firm without regard to or because of race, religion, ancestry, national origin, or sex and in compliance with all anti-discrimination laws of the United States of America and the State of California.

CONTRACTOR'S SPECIFIC CERTIFICATIONS

1. The Contractor has a written policy statement prohibiting discrimination in all phases of employment. Yes No
2. The Contractor periodically conducts a self analysis or utilization analysis of its work force. Yes No
3. The Contractor has a system for determining if its employment practices are discriminatory against protected groups. Yes No
4. Where problem areas are identified in employment practices, the Contractor has a system for taking reasonable corrective action, to include establishment of goals or timetables. Yes No

Peter Berghuis, Sr. Vice President, IFS
 Authorized Official's Printed Name and Title

 Authorized Official's Signature
1/11/12
 Date

COUNTY'S ADMINISTRATION

CONTRACT NO. _____

COUNTY PROJECT DIRECTOR:

Name: Yolanda Young

Title: Division Manager

Address: 1100 N. Eastern Ave.
Los Angeles, CA 90063

Telephone: 323-267-3101 Facsimile: 323-415-8664

E-Mail Address: yyoung@isd.lacounty.gov

COUNTY PROJECT MANAGER:

Name: Laura Lamberston

Title: Division Manager

Address: 1100 N. Eastern Ave.
Los Angeles, CA 90063

Telephone: 323-267-3100 Facsimile: 323-881-0132

E-Mail Address: llamberston@isd.lacounty.gov

COUNTY CONTRACT MONITORS:

Name: Various

Title: Facilities Contract Monitors

Address: 1100 N. Eastern Ave
Los Angeles, CA 90063

Telephone: _____ Facsimile: 323-415-6877

E-Mail Address: _____

CONTRACTOR'S ADMINISTRATION**CONTRACTOR'S NAME:** PRIDE Industries One, Inc.**CONTRACT NO:** County of Los Angeles Internal Services Department R06**CONTRACTOR'S PROJECT MANAGER:**

Name:	<u>Juan Estrada</u>	<u>Tim Vanover</u>
Title:	<u>Custodial Services Manager</u>	<u>Director Commercial Services</u>
Address:	<u>2929 Durfee Avenue</u>	<u>10030 Foothills Blvd.</u>
	<u>El Monte, CA 91732</u>	<u>Roseville, CA 95747</u>
Telephone:	<u>(626) 433-7587</u>	<u>(916) 417-4266</u>
Facsimile:	<u>(626) 442-0438</u>	<u>(916) 788-2565</u>
E-Mail Address:	<u>juan.estrada@g.prideindustries.com</u>	<u>tim.vanover@g.prideindustries.com</u>

CONTRACTOR'S AUTHORIZED OFFICIAL(S):

Name:	<u>Peter Berghuis</u>
Title:	<u>Senior Vice President</u>
Address:	<u>10030 Foothills Blvd.</u>
	<u>Roseville, CA 95747</u>
Telephone:	<u>(916) 788-2312</u>
Facsimile:	<u>(916) 788-2565</u>
E-Mail Address:	<u>peter.berghuis@prideindustries.com</u>

Name:	<u>Gina DeBernardi</u>
Title:	<u>Director of Contracts</u>
Address:	<u>10030 Foothills Blvd.</u>
	<u>Roseville, CA 95747</u>
Telephone:	<u>(916) 788-2344</u>
Facsimile:	<u>(916) 788-2565</u>
E-Mail Address:	<u>gina.debernardi@prideindustries.com</u>

Notices to Contractor shall be sent to the following:

Name:	<u>PRIDE Industries One, Inc.</u>	<u>Juan Estrada</u>
Title:	<u>Contracts Department MS 13</u>	<u>Custodial Services Manager</u>
Address:	<u>10030 Foothills Blvd.</u>	<u>2929 Durfee Avenue</u>
	<u>Roseville, CA 95747</u>	<u>El Monte, CA 91732</u>
Telephone:	<u>(916) 788-2362</u>	<u>(626) 433-7587</u>
Facsimile:	<u>(916) 788-2565</u>	<u>(626) 442-0438</u>
E-Mail Address:	<u>laurel.petersen@prideindustries.com</u>	<u>juan.estrada@g.prideindustries.com</u>

CONTRACTOR ACKNOWLEDGEMENT AND CONFIDENTIALITY AGREEMENT

CONTRACTOR NAME Pride Industries One, Inc Contract No. _____

GENERAL INFORMATION:

The Contractor referenced above has entered into a contract with the County of Los Angeles to provide certain services to the County. The County requires the Corporation to sign this Contractor Acknowledgement and Confidentiality Agreement.

CONTRACTOR ACKNOWLEDGEMENT:

Contractor understands and agrees that the Contractor employees, consultants, Outsourced Vendors and independent contractors (Contractor's Staff) that will provide services in the above referenced agreement are Contractor's sole responsibility. Contractor understands and agrees that Contractor's Staff must rely exclusively upon Contractor for payment of salary and any and all other benefits payable by virtue of Contractor's Staff's performance of work under the above-referenced contract.

Contractor understands and agrees that Contractor's Staff are not employees of the County of Los Angeles for any purpose whatsoever and that Contractor's Staff do not have and will not acquire any rights or benefits of any kind from the County of Los Angeles by virtue of my performance of work under the above-referenced contract. Contractor understands and agrees that Contractor's Staff will not acquire any rights or benefits from the County of Los Angeles pursuant to any agreement between any person or entity and the County of Los Angeles.

CONFIDENTIALITY AGREEMENT:

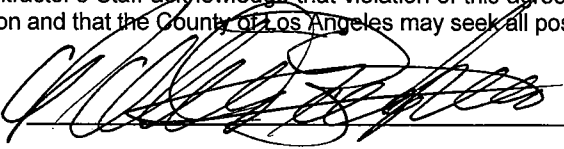
Contractor and Contractor's Staff may be involved with work pertaining to services provided by the County of Los Angeles and, if so, Contractor and Contractor's Staff may have access to confidential data and information pertaining to persons and/or entities receiving services from the County. In addition, Contractor and Contractor's Staff may also have access to proprietary information supplied by other vendors doing business with the County of Los Angeles. The County has a legal obligation to protect all such confidential data and information in its possession, especially data and information concerning health, criminal, and welfare recipient records. Contractor and Contractor's Staff understand that if they are involved in County work, the County must ensure that Contractor and Contractor's Staff, will protect the confidentiality of such data and information. Consequently, Contractor must sign this Confidentiality Agreement as a condition of work to be provided by Contractor's Staff for the County.

Contractor and Contractor's Staff hereby agrees that they will not divulge to any unauthorized person any data or information obtained while performing work pursuant to the above-referenced contract between Contractor and the County of Los Angeles. Contractor and Contractor's Staff agree to forward all requests for the release of any data or information received to County's Project Manager.

Contractor and Contractor's Staff agree to keep confidential all health, criminal, and welfare recipient records and all data and information pertaining to persons and/or entities receiving services from the County, design concepts, algorithms, programs, formats, documentation, Contractor proprietary information and all other original materials produced, created, or provided to Contractor and Contractor's Staff under the above-referenced contract. Contractor and Contractor's Staff agree to protect these confidential materials against disclosure to other than Contractor or County employees who have a need to know the information. Contractor and Contractor's Staff agree that if proprietary information supplied by other County vendors is provided to me during this employment, Contractor and Contractor's Staff shall keep such information confidential.

Contractor and Contractor's Staff agree to report any and all violations of this agreement by Contractor and Contractor's Staff and/or by any other person of whom Contractor and Contractor's Staff become aware.

Contractor and Contractor's Staff acknowledge that violation of this agreement may subject Contractor and Contractor's Staff to civil and/or criminal action and that the County of Los Angeles may seek all possible legal redress.

SIGNATURE:  _____

DATE: 1/11/12

PRINTED NAME: Peter Berghuis, _____

POSITION: Sr. V.I.R., IFS Operations _____

Title 2 ADMINISTRATION
Chapter 2.203.010 through 2.203.090
CONTRACTOR EMPLOYEE JURY SERVICE

2.203.010 Findings.

The board of supervisors makes the following findings. The county of Los Angeles allows its permanent, full-time employees unlimited jury service at their regular pay. Unfortunately, many businesses do not offer or are reducing or even eliminating compensation to employees who serve on juries. This creates a potential financial hardship for employees who do not receive their pay when called to jury service, and those employees often seek to be excused from having to serve. Although changes in the court rules make it more difficult to excuse a potential juror on grounds of financial hardship, potential jurors continue to be excused on this basis, especially from longer trials. This reduces the number of potential jurors and increases the burden on those employers, such as the county of Los Angeles, who pay their permanent, full-time employees while on juror duty. For these reasons, the county of Los Angeles has determined that it is appropriate to require that the businesses with which the county contracts possess reasonable jury service policies. (Ord. 2002-0015 § 1 (part), 2002)

2.203.020 Definitions.

The following definitions shall be applicable to this chapter:

- A. "Contractor" means a person, partnership, corporation or other entity which has a contract with the county or a subcontract with a county contractor and has received or will receive an aggregate sum of \$50,000 or more in any 12-month period under one or more such contracts or subcontracts.
- B. "Employee" means any California resident who is a full-time employee of a contractor under the laws of California.
- C. "Contract" means any agreement to provide goods to, or perform services for or on behalf of, the county but does not include:
 - 1. A contract where the board finds that special circumstances exist that justify a waiver of the requirements of this chapter; or
 - 2. A contract where federal or state law or a condition of a federal or state program mandates the use of a particular contractor; or
 - 3. A purchase made through a state or federal contract; or
 - 4. A monopoly purchase that is exclusive and proprietary to a specific manufacturer, distributor, or reseller, and must match and inter-member with existing supplies, equipment or systems maintained by the county pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, Section P-3700 or a successor provision; or
 - 5. A revolving fund (petty cash) purchase pursuant to the Los Angeles County Fiscal Manual, Section 4.4.0 or a successor provision; or
 - 6. A purchase card purchase pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, Section P-2810 or a successor provision; or
 - 7. A non-agreement purchase with a value of less than \$5,000 pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, Section A-0300 or a successor provision; or
 - 8. A bona fide emergency purchase pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, Section PP-1100 or a successor provision.

Title 2 ADMINISTRATION
Chapter 2.203.010 through 2.203.090
CONTRACTOR EMPLOYEE JURY SERVICE

- D. "Full time" means 40 hours or more worked per week, or a lesser number of hours if:
1. The lesser number is a recognized industry standard as determined by the chief administrative officer, or
 2. The contractor has a long-standing practice that defines the lesser number of hours as full time.
- E. "County" means the county of Los Angeles or any public entities for which the board of supervisors is the governing body. (Ord. 2002-0040 § 1, 2002: Ord. 2002-0015 § 1 (part), 2002)

2.203.030 Applicability.

This chapter shall apply to contractors who enter into contracts that commence after July 11, 2002. This chapter shall also apply to contractors with existing contracts which are extended into option years that commence after July 11, 2002. Contracts that commence after May 28, 2002, but before July 11, 2002, shall be subject to the provisions of this chapter only if the solicitations for such contracts stated that the chapter would be applicable. (Ord. 2002-0040 § 2, 2002: Ord. 2002-0015 § 1 (part), 2002)

2.203.040 Contractor Jury Service Policy.

A contractor shall have and adhere to a written policy that provides that its employees shall receive from the contractor, on an annual basis, no less than five days of regular pay for actual jury service. The policy may provide that employees deposit any fees received for such jury service with the contractor or that the contractor deduct from the employees' regular pay the fees received for jury service. (Ord. 2002-0015 § 1 (part), 2002)

2.203.050 Other Provisions.

- A. Administration. The chief administrative officer shall be responsible for the administration of this chapter. The chief administrative officer may, with the advice of county counsel, issue interpretations of the provisions of this chapter and shall issue written instructions on the implementation and ongoing administration of this chapter. Such instructions may provide for the delegation of functions to other county departments.
- B. Compliance Certification. At the time of seeking a contract, a contractor shall certify to the county that it has and adheres to a policy consistent with this chapter or will have and adhere to such a policy prior to award of the contract. (Ord. 2002-0015 § 1 (part), 2002)

2.203.060 Enforcement and Remedies.

For a contractor's violation of any provision of this chapter, the county department head responsible for administering the contract may do one or more of the following:

1. Recommend to the board of supervisors the termination of the contract; and/or,
2. Pursuant to chapter 2.202, seek the debarment of the contractor. (Ord. 2002-0015 § 1 (part), 2002)

Title 2 ADMINISTRATION
Chapter 2.203.010 through 2.203.090
CONTRACTOR EMPLOYEE JURY SERVICE

2.203.070. Exceptions.

- A. Other Laws. This chapter shall not be interpreted or applied to any contractor or to any employee in a manner inconsistent with the laws of the United States or California.
- B. Collective Bargaining Agreements. This chapter shall be superseded by a collective bargaining agreement that expressly so provides.
- C. Small Business. This chapter shall not be applied to any contractor that meets all of the following:
 - 1. Has ten or fewer employees during the contract period; and,
 - 2. Has annual gross revenues in the preceding twelve months which, if added to the annual amount of the contract awarded, are less than \$500,000; and,
 - 3. Is not an affiliate or subsidiary of a business dominant in its field of operation.

“Dominant in its field of operation” means having more than ten employees and annual gross revenues in the preceding twelve months which, if added to the annual amount of the contract awarded, exceed \$500,000.

“Affiliate or subsidiary of a business dominant in its field of operation” means a business which is at least 20 percent owned by a business dominant in its field of operation, or by partners, officers, directors, majority stockholders, or their equivalent, of a business dominant in that field of operation. (Ord. 2002-0015 § 1 (part), 2002)

2.203.090. Severability.

If any provision of this chapter is found invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. (Ord. 2002-0015 § 1 (part), 2002)

SAFELY SURRENDERED BABY LAW

Safely Surrendered



No shame. No blame. No names.

In Los Angeles County: 1-877-BABY SAFE • 1-877-222-9723

www.babysafela.org



Safely Surrendered Baby Law

What is the Safely Surrendered Baby Law?

California's Safely Surrendered Baby Law allows parents or other persons, with lawful custody, which means anyone to whom the parent has given permission to confidentially surrender a baby. As long as the baby is three days (72 hours) of age or younger and has not been abused or neglected, the baby may be surrendered without fear of arrest or prosecution.

How does it work?

A distressed parent who is unable or unwilling to care for a baby can legally, confidentially, and safely surrender a baby within three days (72 hours) of birth. The baby must be handed to an employee at a hospital or fire station in Los Angeles County. As long as the baby shows no sign of abuse or neglect, no name or other information is required. In case the parent changes his or her mind at a later date and wants the baby back, staff will use bracelets to help connect them to each other. One bracelet will be placed on the baby, and a matching bracelet will be given to the parent or other surrendering adult.

What if a parent wants the baby back?

Parents who change their minds can begin the process of reclaiming their baby within 14 days. These parents should call the Los Angeles County Department of Children and Family Services at 1-800-540-4000.

Can only a parent bring in the baby?

No. While in most cases a parent will bring in the baby, the Law allows other people to bring in the baby if they have lawful custody.

Does the parent or surrendering adult have to call before bringing in the baby?

No. A parent or surrendering adult can bring in a baby anytime, 24 hours a day, 7 days a week, as long as the parent or surrendering adult surrenders the baby to someone who works at the hospital or fire station.

Does the parent or surrendering adult have to tell anything to the people taking the baby?

No. However, hospital or fire station personnel will ask the surrendering party to fill out a questionnaire designed to gather important medical history information, which is very useful in caring for the baby. The questionnaire includes a stamped return envelope and can be sent in at a later time.

What happens to the baby?

The baby will be examined and given medical treatment. Upon release from the hospital, social workers immediately place the baby in a safe and loving home and begin the adoption process.

What happens to the parent or surrendering adult?

Once the parent or surrendering adult surrenders the baby to hospital or fire station personnel, they may leave at any time.

Why is California doing this?

The purpose of the Safely Surrendered Baby Law is to protect babies from being abandoned, hurt or killed by their parents. You may have heard tragic stories of babies left in dumpsters or public bathrooms. Their parents may have been under severe emotional distress. The mothers may have hidden their pregnancies, fearful of what would happen if their families found out. Because they were afraid and had no one or nowhere to turn for help, they abandoned their babies. Abandoning a baby is illegal and places the baby in extreme danger. Too often, it results in the baby's death. The Safely Surrendered Baby Law prevents this tragedy from ever happening again in California.

A baby's story

Early in the morning on April 9, 2005, a healthy baby boy was safely surrendered to nurses at Harbor-UCLA Medical Center. The woman who brought the baby to the hospital identified herself as the baby's aunt and stated the baby's mother had asked her to bring the baby to the hospital on her behalf. The aunt was given a bracelet with a number matching the anklet placed on the baby; this would provide some identification in the event the mother changed her mind about surrendering the baby and wished to reclaim the baby in the 14-day period allowed by the Law. The aunt was also provided with a medical questionnaire and said she would have the mother complete and mail back in the stamped return envelope provided. The baby was examined by medical staff and pronounced healthy and full-term. He was placed with a loving family that had been approved to adopt him by the Department of Children and Family Services.



Ley de Entrega de Bebés *Sin Peligro*



Los recién nacidos pueden ser entregados en forma segura al personal de cualquier hospital o cuartel de bomberos del Condado de Los Ángeles

Sin pena. Sin culpa. Sin nombres.

En el Condado de Los Ángeles: 1-877-BABY SAFE • 1-877-222-9723

www.babysafela.org



Ley de Entrega de Bebés Sin Peligro

¿Qué es la Ley de Entrega de Bebés sin Peligro?

La Ley de Entrega de Bebés sin Peligro de California permite la entrega confidencial de un recién nacido por parte de sus padres u otras personas con custodia legal, es decir cualquier persona a quien los padres le hayan dado permiso. Siempre que el bebé tenga tres días (72 horas) de vida o menos, y no haya sufrido abuso ni negligencia, pueden entregar al recién nacido sin temor de ser arrestados o procesados.

Cada recién nacido se merece la oportunidad de tener una vida saludable. Si alguien que usted conoce está pensando en abandonar a un recién nacido, infórmele que tiene otras opciones. Hasta tres días (72 horas) después del nacimiento, se puede entregar un recién nacido al personal de cualquier hospital o cuartel de bomberos del condado de Los Angeles.

¿Cómo funciona?

El padre/madre con dificultades que no pueda o no quiera cuidar de su recién nacido puede entregarlo en forma legal, confidencial y segura dentro de los tres días (72 horas) del nacimiento. El bebé debe ser entregado a un empleado de cualquier hospital o cuartel de bomberos del Condado de Los Ángeles. Siempre que el bebé no presente signos de abuso o negligencia, no será necesario suministrar nombres ni información alguna. Si el padre/madre cambia de opinión posteriormente y desea recuperar a su bebé, los trabajadores utilizarán brazaletes para poder vincularlos. El bebé llevará un brazaletes y el padre/madre o el adulto que lo entregue recibirá un brazaletes igual.

¿Qué pasa si el padre/madre desea recuperar a su bebé?

Los padres que cambien de opinión pueden comenzar el proceso de reclamar a su recién nacido dentro de los 14 días. Estos padres deberán llamar al Departamento de Servicios para Niños y Familias (Department of Children and Family Services) del Condado de Los Ángeles al 1-800-540-4000.

¿Sólo los padres podrán llevar al recién nacido?

No. Si bien en la mayoría de los casos son los padres los que llevan al bebé, la ley permite que otras personas lo hagan si tienen custodia legal.

¿Los padres o el adulto que entrega al bebé deben llamar antes de llevar al bebé?

No. El padre/madre o adulto puede llevar al bebé en cualquier momento, las 24 horas del día, los 7 días de la semana, siempre y cuando entreguen a su bebé a un empleado del hospital o cuartel de bomberos.

¿Es necesario que el padre/madre o adulto diga algo a las personas que reciben al bebé?

No. Sin embargo, el personal del hospital o cuartel de bomberos le pedirá a la persona que entregue al bebé que llene un cuestionario con la finalidad de recabar antecedentes médicos importantes, que resultan de gran utilidad para cuidar bien del bebé. El cuestionario incluye un sobre con el sello postal pagado para enviarlo en otro momento.

¿Qué pasará con el bebé?

El bebé será examinado y le brindarán atención médica. Cuando le den el alta del hospital, los trabajadores sociales inmediatamente ubicarán al bebé en un hogar seguro donde estará bien atendido, y se comenzará el proceso de adopción.

¿Qué pasará con el padre/madre o adulto que entregue al bebé?

Una vez que los padres o adulto hayan entregado al bebé al personal del hospital o cuartel de bomberos, pueden irse en cualquier momento.

¿Por qué se está haciendo esto en California? ?

La finalidad de la Ley de Entrega de Bebés sin Peligro es proteger a los bebés para que no sean abandonados, lastimados o muertos por sus padres. Usted probablemente haya escuchado historias trágicas sobre bebés abandonados en basureros o en baños públicos. Los padres de esos bebés probablemente hayan estado pasando por dificultades emocionales graves. Las madres pueden haber ocultado su embarazo, por temor a lo que pasaría si sus familias se enteraran. Abandonaron a sus bebés porque tenían miedo y no tenían nadie a quien pedir ayuda. El abandono de un recién nacido es ilegal y pone al bebé en una situación de peligro extremo. Muy a menudo el abandono provoca la muerte del bebé. La Ley de Entrega de Bebés sin Peligro impide que vuelva a suceder esta tragedia en California.

Historia de un bebé

A la mañana temprano del día 9 de abril de 2005, se entregó un recién nacido saludable a las enfermeras del Harbor-UCLA Medical Center. La mujer que llevó el recién nacido al hospital se dio a conocer como la tía del bebé, y dijo que la madre le había pedido que llevara al bebé al hospital en su nombre. Le entregaron a la tía un brazaletes con un número que coincidía con la pulsera del bebé; esto serviría como identificación en caso de que la madre cambiara de opinión con respecto a la entrega del bebé y decidiera recuperarlo dentro del período de 14 días que permite esta ley. También le dieron a la tía un cuestionario médico, y ella dijo que la madre lo llenaría y lo enviaría de vuelta dentro del sobre con franqueo pagado que le habían dado. El personal médico examinó al bebé y se determinó que estaba saludable y a término. El bebé fue ubicado con una buena familia que ya había sido aprobada para adoptarlo por el Departamento de Servicios para Niños y Familias.



PROP A - LIVING WAGE PROGRAM

EXHIBITS J, K & L

2.201.010 Findings.

The board of supervisors finds that the county of Los Angeles is the principal provider of social and health services within the county, especially to persons who are compelled to turn to the county for such services. Employers' failure to pay a living wage to their employees causes them to use such services thereby placing an additional burden on the county of Los Angeles. (Ord. 2007-0011 § 1, 2007: Ord. 99-0048 § 1 (part), 1999.)

2.201.020 Definitions.

The general definitions contained in Chapter 2.02 shall be applicable to this chapter unless inconsistent with the following definitions:

A. "County" includes the county of Los Angeles, any county officer or body, any county department head, and any county employee authorized to enter into a Proposition A contract or a cafeteria services contract with an employer.

B. "Employee" means any individual who is an employee of an employer under the laws of California, and who is providing full time services to an employer, some or all of which are provided to the county of Los Angeles under a Proposition A contract, or under a cafeteria services contract at a county of Los Angeles owned or leased facility.

C. "Employer" means:

1. An individual or entity who has a contract with the county:

a. For services which is required to be more economical or feasible under Section 44.7 of the Charter of the county of Los Angeles, and is not listed as an excluded contract in Section 2.121.250 B of the Los Angeles County Code, referred to in this chapter as a "Proposition A contract," or

b. For cafeteria services, referred to in this chapter as a "cafeteria services contract," and

c. Who has received or will receive an aggregate sum of \$25,000.00 or more in any 12 month period under one or more Proposition A contracts and/or one or more cafeteria services contracts; or

2. An individual or entity that enters into a subcontract with an employer, as defined in subsection C1 and who employs employees to provide services under the employer's contract with the county.

D. "Full time" means a minimum 40 hours worked per week, or a lesser number of hours, if the lesser number is a recognized industry standard and is approved as such by the chief administrative officer, but in no event less than 35 hours worked per week.

E. "Proposition A contract" means a contract governed by Title 2, Section 2.121.250 et seq. of this code, entitled Contracting with Private Business. (Ord. 2007-0011 § 2, 2007: Ord. 99-0048 § 1 (part), 1999.)

2.201.030 Prospective effect.

This chapter shall be applicable to Proposition A contracts and cafeteria services contracts and their amendments the terms of which commence three months or more after the effective date of this chapter.* It shall not be applicable to Proposition A contracts or cafeteria services contracts or their amendments in effect before this chapter becomes applicable. (Ord. 99-0048 § 1 (part), 1999.)

* **Editor's note:** Ordinance 99-0048, which enacted Ch. 2.201, is effective on July 22, 1999.

2.201.040 Payment of living wage.

A. Employers shall pay employees a living wage for their services provided to the county of no less than the hourly rates set under this chapter. The rates shall be \$9.64 per hour with health benefits, or \$11.84 per hour without health benefits.

B. To qualify for the living wage rate with health benefits, an employer shall pay at least \$2.20 per hour towards the provision of bona fide health care benefits for each employee and any dependents during the term of a Proposition A contract or a cafeteria services contract. Proof of the provision of such benefits must be submitted to the county for evaluation during the procurement process to qualify for the lower living wage rate in subsection A of this section. Employers who provide health care benefits to employees through the county department of health services community health plan are deemed to have qualified for the lower living wage rate in subsection A of this section.

C. The board of supervisors may, from time to time, adjust the amounts specified in subsections A and B of this section, above for future contracts. Any adjustments to the living wage rate specified in subsections A and B that are adopted by the board of supervisors shall be applicable to Proposition A contracts and cafeteria services contracts and their amendments which become effective three months or more after the effective date of the ordinance that adjusts the living wage rate. (Ord. 2007-0011 § 3, 2007; Ord. 99-0048 § 1 (part), 1999.)

2.201.050 Other provisions.

A. Full Time Employees. An employer shall assign and use full time employees to provide services under a Proposition A contract or a cafeteria services contract, unless the employer can demonstrate to the county the necessity to use non-full time employees based on staffing efficiency or the county requirements of an individual job.

B. Neutrality in Labor Relations. An employer shall not use any consideration received under a Proposition A contract or a cafeteria services contract to hinder, or to further, organization of, or collective bargaining activities by or on behalf of an employer's employees, except that this restriction shall not apply to any expenditure made in the course of good faith collective bargaining, or to any expenditure pursuant to obligations incurred under a bona fide collective bargaining agreement, or which would otherwise be permitted under the provisions of the National Labor Relations Act.

C. Administration. The chief administrative officer shall be responsible for the administration of this chapter. The chief administrative officer may, with the advice of county counsel, issue

interpretations of the provisions of this chapter. The chief administrative officer in conjunction with the affirmative action compliance officer shall issue written instructions on the implementation and on-going administration of this chapter. Such instructions may provide for the delegation of functions to other county departments.

D. Compliance Certification. An employer shall, during the term of a Proposition A contract, or a cafeteria services contract, report for each employee and certify the hours worked, wages paid, and amounts the employer paid for health benefits, and provide other information deemed relevant to the enforcement of this chapter by the county. Such reports shall be made at the times and in the manner set forth in instructions issued by the chief administrative officer in conjunction with the affirmative action compliance officer. The affirmative action compliance officer in conjunction with the chief administrative officer shall report annually to the board of supervisors on contractor compliance with the provisions of this chapter.

E. Contractor Standards. An employer shall demonstrate during the procurement process and for the duration of a Proposition A contract or a cafeteria services contract a history of business stability, integrity in employee relations, and the financial ability to pay a living wage. (Ord. 99-0048 § 1 (part), 1999.)

2.201.060 Employer retaliation prohibited.

No employer shall take an adverse action causing a loss of any benefit of employment, of any contract benefit, or any statutory benefit to any employee, person, or other entity, who has reported a violation of this chapter to the board of supervisors or to one or more of their offices, to the county chief administrative officer, or to the county auditor controller, or to the county department administering the Proposition A contract or cafeteria services contract. (Ord. 99-0048 § 1 (part), 1999.)

2.201.070 Employee retention rights.

In the event that any Proposition A contract or cafeteria service contract is terminated by the county prior to its expiration, any new contract with a subsequent employer for such services shall provide for the employment of the predecessor employer's employees as provided in this section.

A. A "retention employee" is an employee of a predecessor employer:

1. Who is not an exempt employee under the minimum wage and maximum hour exemptions defined in the federal Fair Labor Standards Act;
2. Who has been employed by an employer under a predecessor Proposition A contract or a predecessor cafeteria services contract for at least six months prior to the date of a new contract; and
3. Who is or will be terminated from his or her employment as a result of the county entering into a new contract.

B. Subsequent employers shall offer employment to all retention employees who are qualified for such jobs.

C. A subsequent employer is not required to hire a retention employee who:

1. Has been convicted of a crime related to the job or his or her job performance; or
2. Fails to meet any other county requirement for employees of a contractor.

D. A subsequent employer may not terminate a retention employee for the first 90 days of employment under a new contract, except for cause. Thereafter a subsequent employer may retain a retention employee on the same terms and conditions as the subsequent employer's other employees. (Ord. 99-0048 § 1 (part), 1999.)

2.201.080 Enforcement and remedies.

For violation of any of the provisions of this chapter:

A. An employee may bring an action in the courts of the state of California for damages caused by an employer's violation of this chapter.

B. The county department head responsible for administering a Proposition A contract or a cafeteria services contract may do one or more of the following in accordance with such instructions as may be issued by the chief administrative officer:

1. Assess liquidated damages as provided in the contract; and/or
2. Recommend to the board of supervisors the termination of the contract; and/or
3. Recommend to the board of supervisors that an employer be barred from award of future county contracts for a period of time consistent with the seriousness of the employer's violation of this chapter, in accordance with Section 2.202.040 of this code. (Ord. 2007-0011 § 4, 2007; Ord. 99-0048 § 1 (part), 1999.)

2.201.090 Exceptions.

A. Other Laws. This chapter shall not be interpreted or applied to any employer or to any employee in a manner inconsistent with United States or California laws.

B. Collective Bargaining Agreements. Any provision of this chapter shall be superseded by a collective bargaining agreement that expressly so provides.

C. This chapter shall not be applied to any employer which is a nonprofit corporation qualified under Section 501(c)(3) of the Internal Revenue Code.

D. Small Businesses. This chapter shall not be applied to any employer which is a business entity organized for profit, including but not limited to any individual, partnership, corporation, joint venture, association or cooperative, which entity:

1. Is not an affiliate or subsidiary of a business dominant in its field of operation; and
2. Has 20 or fewer employees during the contract period, including full time and part time employees; and
3. Does not have annual gross revenues in the preceding fiscal year which if added to the annual amount of the contract awarded exceed \$1,000,000.00; or
4. If the business is a technical or professional service, does not have annual gross revenues in the preceding fiscal year which if added to the annual amount of the contract awarded exceed \$2,500,000.00.

“Dominant in its field of operation” means having more than 20 employees, including full time and part time employees, and more than \$1,000,000.00 in annual gross revenues or \$2,500,000.00 in annual gross revenues if a technical or professional service.

“Affiliate or subsidiary of a business dominant in its field of operation” means a business which is at least 20 percent owned by a business dominant in its field of operation, or by partners, officers, directors, majority stockholders, or their equivalent, of a business dominant in that field of operation. (Ord. 99-0055 § 1, 1999; Ord. 99-0048 § 1 (part), 1999.)

2.201.100 Severability.

If any provision of this chapter is found invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. (Ord. 99-0048 § 1 (part), 1999)



COUNTY OF LOS ANGELES LIVING WAGE ORDINANCE

MONTHLY CERTIFICATION FOR APPLICABLE HEALTH BENEFIT PAYMENTS

Instruction Box: Please complete all sections of this form. (Information to complete this form can be obtained from your weekly certified payroll reports). Submit this form with your Certified Payroll Reports to the awarding County department. Be sure to complete and sign the reverse side of this form before submitting.

(1) Name: Contractor Subcontractor Address: (Street, City, State, Zip) _____

(2) Payroll No.: _____ (3) Work Location: _____ (4) From payroll period: ___/___/___ to payroll period: ___/___/___ (5) For Month Ending: ___/___/___

(6) Department Name: _____ (7) Contract Service Description: _____ (8) Contract Name & Number: _____ (9) Contractor Health Plan Name(s): _____ (10) Contractor Health Plan ID Number(s): _____

	(11) Employee Name, Address & Last 4 digits of SS#	(12) Work Classification	(13) Total Hours Worked Each Week of Monthly Pay Period					(14) Total Aggregate Hours	(15) Employer Paid Health Benefit Hourly Rate	(16) Gross Amount Paid (14x15)	(17) Employee Paid Health Benefit Hourly Rate	(18) Gross Amount Paid (14x17)	(19) Aggregate \$ Health Benefits Paid (16-18)
			1	2	3	4	5						
1													
2													
3													
4													
5													
										Total (This Page)			
										Grand Total (All Pages)			

I have reviewed the information in this report and as company owner or authorized agent for this company, I sign under penalty of perjury certifying that all information herein is complete and correct.

Print Authorized Name: _____

Authorized Signature: _____ Date: ___/___/___ Title: _____ Telephone Number (include area code) (_____) _____ Page: ___ of ___

**COUNTY OF LOS ANGELES
LIVING WAGE PROGRAM
PAYROLL STATEMENT OF COMPLIANCE**

EXHIBIT L

I, _____, _____
 (Name of Owner or Company Representative) (Title)

Do hereby state:

1. That I pay or supervise the payment of the persons employed by:

_____ on the _____;
 (Company or subcontractor Name) (Service, Building or Work Site)

that during the payroll period commencing on the _____ day of _____, and
 (Calendar day of Month) (Month and Year)

ending the _____ day of _____ all persons employed on said work site
 (Calendar day of Month) (Month and Year)

have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of _____
 (Company Name)

from the full weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 357; 40 U.S.C. 276c), and described below:

2. That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for employees contained therein are not less than the applicable County of Los Angeles Living Wage rates contained in the contract.

3. That:

A. WHERE FRINGE (Health) BENEFITS ARE PAID TO APPROVED PLANS, FUNDS OR PROGRAMS

In addition to the basic hourly wage rates paid to each employee listed in the above referenced payroll, payments of health benefits as required in the contract have been or will be paid to appropriate programs for the benefit of such employees.

B. WHERE FRINGE (Health) BENEFITS ARE PAID IN CASH

Each employee listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the applicable amount of the required County of Los Angeles Living Wage hourly rate as listed in the contract.

I have reviewed the information in this report and as company owner or authorized agent for this company, I sign under penalty of perjury certifying that all information herein is complete and correct.	
Print Name and Title	Owner or Company Representative Signature:
THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. IN ADDITION, THE CONTRACTOR OR SUBCONTRACTOR MAY BE SUSPENDED AND PRECLUDED FROM BIDDING ON OR PARTICIPATING IN ANY COUNTY CONTRACT OR PROJECT FOR A PERIOD OF THREE (3) YEARS.	

CHARITABLE CONTRIBUTIONS CERTIFICATION

PRIDE Industries One, Inc.

Company Name

10030 Foothills Blvd. Roseville, CA 95747

Address

91-1827109

Internal Revenue Service Employer Identification Number

105546

California Registry of Charitable Trusts "CT" number (if applicable)

The Nonprofit Integrity Act (SB 1262, Chapter 919) added requirements to California's Supervision of Trustees and Fundraisers for Charitable Purposes Act which regulates those receiving and raising charitable contributions.

Check the Certification below that is applicable to your company.

- Proposer or Contractor has examined its activities and determined that it does not now receive or raise charitable contributions regulated under California's Supervision of Trustees and Fundraisers for Charitable Purposes Act. If Proposer engages in activities subjecting it to those laws during the term of a County contract, it will timely comply with them and provide County a copy of its initial registration with the California State Attorney General's Registry of Charitable Trusts when filed.

OR

- Proposer or Contractor is registered with the California Registry of Charitable Trusts under the CT number listed above and is in compliance with its registration and reporting requirements under California law. Attached is a copy of its most recent filing with the Registry of Charitable Trusts as required by Title 11 California Code of Regulations, sections 300-301 and Government Code sections 12585-12586.

Signature



3/07/2011

Date

Peter Berghuis, Senior Vice President

Name and Title of Signer (please print)

**AGREEMENT
CONTRACTOR'S OBLIGATIONS AS A
"BUSINESS ASSOCIATE" UNDER THE HEALTH INSURANCE
PORTABILITY AND ACCOUNTABILITY ACT OF 1996
AND THE HEALTH CARE INFORMATION TECHNOLOGY
FOR ECONOMIC AND CLINICAL HEALTH ACT
(BUSINESS ASSOCIATE AGREEMENT)**

Under this Agreement, Contractor ("Business Associate") provides services ("Services") to County ("Covered Entity") and Business Associate receives, has access to or creates Protected Health Information in order to provide those Services.

Covered Entity is subject to the Administrative Simplification requirements of the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 ("HIPAA"), and regulations promulgated thereunder, including the Standards for Privacy of Individually Identifiable Health Information ("Privacy Regulations") and the Health Insurance Reform: Security Standards ("the Security Regulations") at 45 Code of Federal Regulations (C.F.R.) Parts 160 and 164 (together, the "Privacy and Security Regulations"). The Privacy and Security Regulations require Covered Entity to enter into a contract with Business Associate ("Business Associate Agreement") in order to mandate certain protections for the privacy and security of Protected Health Information, and those Regulations prohibit the disclosure to or use of Protected Health Information by Business Associate if such a contract is not in place.

Further, pursuant to the Health Information Technology for Economic and Clinical Health Act, Public Law 111-005, *title XIII and title IV of Division B*, ("HITECH Act"), effective February 17, 2010, certain provisions of the HIPAA Privacy and Security Regulations apply to Business Associates in the same manner as they apply to Covered Entity and such provisions must be incorporated into the Business Associate Agreement.

This Business Associate Agreement and the following provisions are intended to protect the privacy and provide for the security of Protected Health Information disclosed to or used by Business Associate in compliance with HIPAA's Privacy and Security Regulations and the HITECH Act, as they now exist or may hereafter be amended.

Therefore, the parties agree as follows:

DEFINITIONS

- 1.1 "Breach" has the same meaning as the term "breach" in 45 C.F.R. § 164.402.
- 1.2 "Disclose" and "Disclosure" mean, with respect to Protected Health Information, the release, transfer, provision of access to, or divulging in any other manner of Protected Health Information outside Business Associate's internal operations or to other than its employees.

- 1.3 “Electronic Health Record” has the same meaning as the term “electronic health record” in the HITECH Act, 42 U.S.C. section 17921. Electronic Health Record means an electronic record of health-related information on an individual that is created, gathered, managed, and consulted by authorized health care clinicians and staff.
- 1.4 “Electronic Media” has the same meaning as the term “electronic media” in 45 C.F.R. § 160.103. Electronic Media means (1) Electronic storage media including memory devices in computers (hard drives) and any removable/transportable digital memory medium, such as magnetic tape or disk, optical disk, or digital memory card; or (2) Transmission media used to exchange information already in electronic storage media. Transmission media include, for example, the internet (wide-open), extranet (using internet technology to link a business with information accessible only to collaborating parties), leased lines, dial-up lines, private networks, and the physical movement of removable/transportable electronic storage media. Certain transmissions, including of paper, via facsimile, and of voice, via telephone, are not considered to be transmissions via electronic media, because the information being exchanged did not exist in electronic form before the transmission. The term “Electronic Media” draws no distinction between internal and external data, at rest (that is, in storage) as well as during transmission.
- 1.5 “Electronic Protected Health Information” has the same meaning as the term “electronic protected health information” in 45 C.F.R. § 160.103. Electronic Protected Health Information means Protected Health Information that is (i) transmitted by electronic media; (ii) maintained in electronic media.
- 1.6 “Individual” means the person who is the subject of Protected Health Information and shall include a person who qualifies as a personal representative in accordance with 45 C.F.R. § 164.502(g).
- 1.7 “Minimum Necessary” refers to the minimum necessary standard in 45 C.F.R. § 162.502 (b) as in effect or as amended.
- 1.8 “Privacy Rule” means the Standards for Privacy of Individually Identifiable Health Information at 45 Code of Federal Regulations (C.F.R.) Parts 160 and 164, also referred to as the Privacy Regulations.
- 1.9 “Protected Health Information” has the same meaning as the term “protected health information” in 45 C.F.R. § 160.103, limited to the information created or received by Business Associate from or on behalf of Covered Entity. Protected Health Information includes information that (i) relates to the past, present or future physical or mental health or condition of an Individual; the provision of health care to an Individual, or the past, present or future payment for the provision of health care to an Individual; (ii) identifies the Individual (or for which there is a reasonable basis for believing that the information can be used to

identify the Individual); and (iii) is received by Business Associate from or on behalf of Covered Entity, or is created by Business Associate, or is made accessible to Business Associate by Covered Entity. "Protected Health Information" includes Electronic Health Information.

- 1.10 "Required By Law" means a mandate contained in law that compels an entity to make a Use or Disclosure of Protected Health Information and that is enforceable in a court of law. Required by law includes, but is not limited to, court orders and court-ordered warrants; subpoenas or summons issued by a court, grand jury, a governmental or tribal inspector general, or any administrative body authorized to require the production of information; a civil or an authorized investigative demand; Medicare conditions of participation with respect to health care providers participating in the program; and statutes or regulations that require the production of information, including statutes or regulations that require such information if payment is sought under a government program providing benefits.
- 1.11 "Security Incident" means the attempted or successful unauthorized access, Use, Disclosure, modification, or destruction of information in, or interference with system operations of, an Information System which contains Electronic Protected Health Information. However, Security Incident does not include attempts to access an Information System when those attempts are not reasonably considered by Business Associate to constitute an actual threat to the Information System.
- 1.12 "Security Rule" means the Security Standards for the Protection of Electronic Health Information also referred to as the Security Regulations at 45 Code of Federal Regulations (C.F.R.) Part 160 and 164.
- 1.13 "Services" has the same meaning as in the body of this Agreement.
- 1.14 "Unsecured Protected Health Information" has the same meaning as the term "unsecured protected health information" in 45 C.F.R. § 164.402.
- 1.15 "Use" or "Uses" mean, with respect to Protected Health Information, the sharing, employment, application, utilization, examination or analysis of such Information within Business Associate's internal operations.
- 1.16 Terms used, but not otherwise defined in this Business Associate Agreement shall have the same meaning as those terms in the HIPAA Regulations and HITECH Act.

OBLIGATIONS OF BUSINESS ASSOCIATE

- 2.1 Permitted Uses and Disclosures of Protected Health Information. Business Associate:
- (a) shall Use and Disclose Protected Health Information only as necessary to perform the Services, and as provided in Sections 2.4, 2.5, 2.6, 2.7, 2.8, 2.9, 2.10, 4.3 and 5.2 of this Agreement;

(b) shall Disclose Protected Health Information to Covered Entity upon request;

(c) may, as necessary for the proper management and administration of its business or to carry out its legal responsibilities:

(i) Use Protected Health Information; and

(ii) Disclose Protected Health Information if the Disclosure is Required by Law.

Business Associate shall not Use or Disclose Protected Health Information for any other purpose or in any manner that would constitute a violation of the Privacy Regulations or the HITECH Act if so Used or Disclosed by Covered Entity.

2.2 Prohibited Uses and Disclosures of Protected Health Information. Business Associate:

(a) shall not Use or Disclose Protected Health Information for fundraising or marketing purposes.

(b) shall not disclose Protected Health Information to a health plan for payment or health care operations purposes if the Individual has requested this special restriction and has paid out of pocket in full for the health care item or service to which the Protected Health Information solely relates.

(c) shall not directly or indirectly receive payment in exchange for Protected Health Information, except with the prior written consent of Covered Entity and as permitted by the HITECH Act. This prohibition shall not affect payment by Covered Entity to Business Associate. Covered Entity shall not provide such written consent except upon express approval of the departmental privacy officer and only to the extent permitted by law, including HIPAA and the HITECH Act.

2.3 Adequate Safeguards for Protected Health Information. Business Associate:

(a) shall implement and maintain appropriate safeguards to prevent the Use or Disclosure of Protected Health Information in any manner other than as permitted by this Business Associate Agreement. Business Associate agrees to limit the Use and Disclosure of Protected Health Information to the Minimum Necessary in accordance with the Privacy Regulation's minimum necessary standard as in effect or as amended.

(b) as to Electronic Protected Health Information, shall implement and maintain administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of Electronic Protected Health Information; effective February 17, 2010, said safeguards

shall be in accordance with 45 C.F.R. Sections 164.308, 164.310, and 164.312, and shall comply with the Security Rule's policies and procedure and documentation requirements.

2.4 Reporting Non-Permitted Use or Disclosure and Security Incidents and Breaches of Unsecured Protected Health Information. Business Associate

- (a) shall report to Covered Entity each Use or Disclosure of Protected Health Information that is made by Business Associate, its employees, representatives, Agents, subcontractors, or other parties under Business Associate's control with access to Protected Health Information but which is not specifically permitted by this Business Associate Agreement or otherwise required by law.
- (b) shall report to Covered Entity each Security Incident of which Business Associate becomes aware.
- (c) shall notify Covered Entity of each Breach by Business Associate, its employees, representatives, agents or subcontractors of Unsecured Protected Health Information that is known to Business Associate or, by exercising reasonable diligence, would have been known to Business Associate. Business Associate shall be deemed to have knowledge of a Breach of Unsecured Protected Health Information if the Breach is known, or by exercising reasonable diligence would have been known, to any person, other than the person committing the Breach, who is an employee, officer, or other agent of the Business Associate as determined in accordance with the federal common law of agency.

2.4.1 Immediate Telephonic Report. Except as provided in Section 2.4.3, notification shall be made immediately upon discovery of the non-permitted Use or Disclosure of Protected Health Information, Security Incident or Breach of Unsecured Protected Health Information by telephone call to (562) 940-3335.

2.4.2 Written Report. Except as provided in Section 2.4.3, the initial telephonic notification shall be followed by written notification made without unreasonable delay and in no event later than three (3) business days from the date of discovery of the non-permitted Use or Disclosure of Protected Health Information, Security Incident, or Breach by the Business Associate to the Chief Privacy Officer at:

Chief Privacy Officer
Kenneth Hahn Hall of Administration
500 West Temple Street
Suite 525
Los Angeles, California 90012
HIPAA@auditor.lacounty.gov
(213) 974-2166

- (a) The notification required by section 2.4 shall include, to the extent possible, the identification of each Individual whose Unsecured Protected Health Information has been, or is reasonably believed by the Business Associate to have been, accessed, acquired, Used, or Disclosed; and
- (b) The notification required by section 2.4 shall include, to the extent possible, all information required to provide notification to the Individual under 45 C.F.R. 164.404(c), including:
 - (i) A brief description of what happened, including the date of the Breach and the date of the discovery of the Breach, if known;
 - (ii) A description of the types of Unsecured Protected Health Information that were involved in the Breach (such as whether full name, social security number, date of birth, home address, account number, diagnosis, disability code, or other types of information were involved);
 - (iii) Any other details necessary to conduct an assessment of whether there is a risk of harm to the Individual;
 - (iv) Any steps Business Associate believes that the Individual could take to protect him or herself from potential harm resulting from the breach;
 - (v) A brief description of what Business Associate is doing to investigate the Breach, to mitigate harm to the Individual, and to protect against any further Breaches; and
 - (vi) The name and contact information for the person most knowledgeable regarding the facts and circumstances of the Breach.

If Business Associate is not able to provide the information specified in section 2.3.2 (a) or (b) at the time of the notification required by section 2.4.2, Business Associate shall provide such information promptly thereafter as such information becomes available.

2.4.3 Request for Delay by Law Enforcement. Business Associate may delay the notification required by section 2.4 if a law enforcement official states to Business Associate that notification would impede a criminal investigation or cause damage to national security. If the law enforcement official's statement is in writing and specifies the time for which a delay is required, Business Associate shall delay notification, notice, or posting for the time

period specified by the official; if the statement is made orally, Business Associate shall document the statement, including the identity of the official making the statement, and delay notification, notice, or posting temporarily and no longer than 30 days from the date of the oral statement, unless a written statement as described in paragraph (a) of this section is submitted during that time.

2.5 Mitigation of Harmful Effect. Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a Use or Disclosure of Protected Health Information by Business Associate in violation of the requirements of this Business Associate Agreement.

2.6 Breach Notification. Business Associate shall, to the extent Covered Entity determines that there has been a Breach of Unsecured Protected Health Information, provide Breach notification for each and every Breach of Unsecured Protected Health Information by Business Associate, its employees, representatives, agents or subcontractors, in a manner that permits Covered Entity to comply with its obligations under Subpart D, Notification in the Case of Breach of Unsecured PHI, of the Privacy and Security Regulations, including:

(a) Notifying each Individual whose Unsecured Protected Health Information has been, or is reasonably believed to have been, accessed, acquired, Used, or Disclosed as a result of such Breach;

(b) The notification required by paragraph (a) of this Section 2.6 shall include, to the extent possible:

(i) A brief description of what happened, including the date of the Breach and the date of the discovery of the Breach, if known;

(ii) A description of the types of Unsecured Protected Health Information that were involved in the Breach (such as whether full name, social security number, date of birth, home address, account number, diagnosis, disability code, or other types of information were involved);

(iii) Any steps the Individual should take to protect him or herself from potential harm resulting from the Breach;

(iv) A brief description of what Business Associate is doing to investigate the Breach, to mitigate harm to individuals, and to protect against any further Breaches; and

(v) Contact procedures for Individual(s) to ask questions or learn additional information, which shall include a toll-free telephone number, an e-mail address, Web site, or postal address.

(vi) The notification required by paragraph (a) of this section shall be written in plain language

Covered Entity, in its sole discretion, may elect to provide the notification required by this Section 2.6, and Business Associate shall reimburse Covered Entity any and all costs incurred by Covered Entity, including costs of notification, internet posting, or media publication, as a result of Business Associate's Breach of Unsecured Protected Health Information.

- 2.7 Availability of Internal Practices, Books and Records to Government Agencies. Business Associate agrees to make its internal practices, books and records relating to the Use and Disclosure of Protected Health Information available to the Secretary of the federal Department of Health and Human Services for purposes of determining Covered Entity's compliance with the Privacy and Security Regulations. Business Associate shall immediately notify Covered Entity of any requests made by the Secretary and provide Covered Entity with copies of any documents produced in response to such request.
- 2.8 Access to Protected Health Information. Business Associate shall, to the extent Covered Entity determines that any Protected Health Information constitutes a "designated record set" as defined by 45 C.F.R. § 164.501, make the Protected Health Information specified by Covered Entity available to the Individual(s) identified by Covered Entity as being entitled to access and copy that Protected Health Information. Business Associate shall provide such access for inspection of that Protected Health Information within two (2) business days after receipt of request from Covered Entity. Business Associate shall provide copies of that Protected Health Information within five (5) business days after receipt of request from Covered Entity. If Business Associate maintains an Electronic Health Record, Business Associate shall provide such information in electronic format to enable Covered Entity to fulfill its obligations under the HITECH Act.
- 2.9 Amendment of Protected Health Information. Business Associate shall, to the extent Covered Entity determines that any Protected Health Information constitutes a "designated record set" as defined by 45 C.F.R. § 164.501, make any amendments to Protected Health Information that are requested by Covered Entity. Business Associate shall make such amendment within ten (10) business days after receipt of request from Covered Entity in order for Covered Entity to meet the requirements under 45 C.F.R. § 164.526.
- 2.10 Accounting of Disclosures. Upon Covered Entity's request, Business Associate shall provide to Covered Entity an accounting of each Disclosure of Protected Health Information made by Business Associate or its employees, agents, representatives or subcontractors, in order to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 C.F.R. § 164.528 and/or the HITECH Act which requires an Accounting of Disclosures of Protected Health Information maintained in an Electronic Health Record for treatment, payment, and health care operations.

[Optional, to be used when all Uses and Disclosures permitted in order to perform the Services will be for the Covered Entity's payment or health care operations activities: However, Business Associate is not required to provide an Accounting of Disclosures that are necessary to perform the Services because such Disclosures are for either payment or health care operations purposes, or both.]

Any accounting provided by Business Associate under this Section 2.10 shall include: (a) the date of the Disclosure; (b) the name, and address if known, of the entity or person who received the Protected Health Information; (c) a brief description of the Protected Health Information disclosed; and (d) a brief statement of the purpose of the Disclosure. For each Disclosure that could require an accounting under this Section 2.10, Business Associate shall document the information specified in (a) through (d), above, and shall securely maintain the information for six (6) years from the date of the Disclosure. Business Associate shall provide to Covered Entity, within ten (10) business days after receipt of request from Covered Entity, information collected in accordance with this Section 2.10 to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 C.F.R. § 164.528. If Business Associate maintains an Electronic Health Record, Business Associate shall provide such information in electronic format to enable Covered Entity to fulfill its obligations under the HITECH Act.

- 2.11 Indemnification. Business Associate shall indemnify, defend, and hold harmless Covered Entity, including its elected and appointed officers, employees, and agents, from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, penalties and fines (including regulatory penalties and/or fines), and expenses (including attorney and expert witness fees), arising from or connected with Business Associate's acts and/or omissions arising from and/or relating to this Business Associate Agreement; Business Associate's obligations under this provision extend to compliance and/or enforcement actions and/or activities, whether formal or informal, of Secretary of the federal Department of Health and Human Services and/or Office for Civil Rights.

3.0 OBLIGATION OF COVERED ENTITY

- 3.1 Obligation of Covered Entity. Covered Entity shall notify Business Associate of any current or future restrictions or limitations on the use of Protected Health Information that would affect Business Associate's performance of the Services, and Business Associate shall thereafter restrict or limit its own uses and disclosures accordingly.

4.0 TERM AND TERMINATION

- 4.1 Term. The term of this Business Associate Agreement shall be the same as the term of this Agreement. Business Associate's obligations under Sections 2.1 (as

modified by Section 4.2), 2.4, 2.5, 2.6, 2.7, 2.8, 2.9, 2.10, 4.3 and 5.2 shall survive the termination or expiration of this Agreement.

4.2 Termination for Cause. In addition to and notwithstanding the termination provisions set forth in this Agreement, upon either party's knowledge of a material breach by the other party, the party with knowledge of the other party's breach shall:

- (a) Provide an opportunity for the breaching party to cure the breach or end the violation and terminate this Agreement if the breaching party does not cure the breach or end the violation within the time specified by the non-breaching party;
- (b) Immediately terminate this Agreement if a party has breached a material term of this Agreement and cure is not possible; or
- (c) If neither termination nor cure is feasible, report the violation to the Secretary of the federal Department of Health and Human Services.

4.3 Disposition of Protected Health Information Upon Termination or Expiration.

- (a) Except as provided in paragraph (b) of this section, upon termination for any reason or expiration of this Agreement, Business Associate shall return or destroy all Protected Health Information received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to Protected Health Information that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the Protected Health Information.
- (b) In the event that Business Associate determines that returning or destroying the Protected Health Information is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make infeasible. If return or destruction is infeasible, Business Associate shall extend the protections of this Business Associate Agreement to such Protected Health Information and limit further Uses and Disclosures of such Protected Health Information to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such Protected Health Information.

5.0 MISCELLANEOUS

5.1 No Third Party Beneficiaries. Nothing in this Business Associate Agreement shall confer upon any person other than the parties and their respective successors or assigns, any rights, remedies, obligations, or liabilities whatsoever.

5.2 Use of Subcontractors and Agents. Business Associate shall require each of its agents and subcontractors that receive Protected Health Information from Business Associate, or create Protected Health Information for Business

Associate, on behalf of Covered Entity, to execute a written agreement obligating the agent or subcontractor to comply with all the terms of this Business Associate Agreement.

- 5.3 Relationship to Services Agreement Provisions. In the event that a provision of this Business Associate Agreement is contrary to another provision of this Agreement, the provision of this Business Associate Agreement shall control. Otherwise, this Business Associate Agreement shall be construed under, and in accordance with, the terms of this Agreement.
- 5.4 Regulatory References. A reference in this Business Associate Agreement to a section in the Privacy or Security Regulations means the section as in effect or as amended.
- 5.5 Interpretation. Any ambiguity in this Business Associate Agreement shall be resolved in favor of a meaning that permits Covered Entity to comply with the Privacy and Security Regulations.
- 5.6 Amendment. The parties agree to take such action as is necessary to amend this Business Associate Agreement from time to time as is necessary for Covered Entity to comply with the requirements of the Privacy and Security Regulations and other privacy laws governing Protected Health Information

ISD - CUSTODIAL DIVISION
Prop A Review - Custodial Services
Comparison of County's Estimated Avoidable Costs to Contractor's Costs
Pride Industries Contract Services - Region 5

COUNTY COSTS**Direct Costs****Salaries**

Classification	Monthly 5th Step Salary	No. of Positions	No. of Months	Total
Custodian (Day)	2,541.82	26.0	12.00	793,047.84
Custodian (Night)	2,541.82	40.0	12.00	1,220,073.60
Custodian Wkg Supv (Nt)	2,768.18	6.0	12.00	199,308.96
Custodian Supv (Night)	3,110.09	2.0	12.00	74,642.16
Floorcare Specialist	2,815.00	10.0	12.00	337,800.00
		Subtotal		2,624,872.56
		Less: 5th Step Salary Savings		(105,821.74)
		Total Direct Salaries		2,519,050.82

Employee Benefits**Other Benefits**

Employee Benefits	880,760.93
Other Benefits	90,714.00
Total Salaries & Employee Benefits	3,490,525.75

Services & Supplies

377,283.09

Equipment

Description	No. of Units	No. of hrs.	Cost/hr.	-
				-

Indirect Costs

Avoidable Overhead

-

Total Estimated Avoidable Costs

3,867,808.84

CONTRACTING COSTS**Direct Costs**

Contract costs

2,956,531.26

Indirect Costs

Contract monitoring

-

Total Contract Costs (Direct plus Indirect)

2,956,531.26

Estimated Savings from Contracting (Avoidable Costs less Contract Costs)

911,277.58

Percent of Savings

23.56%

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L.A. county
ONLINE

To Enrich Lives Through Effective and Caring Service

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- M N O P Q R
- S T U V W X
- Y Z All

Search By

Bid Title

Sort By

Bid Title

Bid Detail Information

Bid Number : 104252
Bid Title : Custodial Services RFP
Bid Type : Service
Department : Internal Services Department
Commodity : JANITORIAL/CUSTODIAL SERVICES
Open Date : 1/24/2011
Closing Date : 3/10/2011 1:00 PM
Bid Amount : N/A
Bid Download : [Available](#)

Bid Description : Contractor shall provide custodial services for various County facilities. General custodial services include but are not limited to cleaning of offices, conference rooms, lobbies, corridors, rest rooms, lunchrooms, disposal of solid waste and trash, carpet cleaning, window washing and light fixture cleaning. Specialty custodial services include but are not limited to cleaning of detention cells, and parking facility maintenance.

Contact Name : Bettie Gonzalez
Contact Phone# : (323) 267-2562
Contact Email : bgonzalez@isd.lacounty.gov

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CUSTODIAL SERVICES RFP 2011 NO. 104252

Sub-Class #	Description		
910-39	JANITORIAL/CUSTODIAL SERVICES		
Vendor ID	Company Name	Phone	LSBE Certified
15493801	1ST CHOICE SUPPLY P.O.BOX 1783, , STUDIO CITY, CA, 41783-1783	(310) 720-8285	
14853101	23 HRS MAINTENANACE COMPANY AND CONTRACTORS, 1023 1/2 17TH STREET, LOS ANGELES, CA, 90015	(213) 840-3307	
11780601	3 R FILTER, INC. 2163 SOMERSET RD., , BLOOMFIELD HILLS, MI, 20666-0666	(810) 232-2798	
14339101	911 PLUMBING & MAINTENANCE INC PO BOX 431924, 7904 SOUTH 10TH AVENUE, INGLEWOOD, CA, 90043	(323) 751-9991	
14222301	A PERFECT VIEW, INC. 9595 WILSHIRE BLVD., STE. 900, , BEVERLY HILLS, CA, 94518	(310) 300-4031	
52489701	A.Q. MANAGEMENT & CONTROL INC 3921 WILSHIRE BLVD., STE. 600, , LOS ANGELES, CA, 03319-3319	(818) 780-0344 Ext:107	
14932601	ABM JANITORIAL SERVICES SW FILE #53673, , LOS ANGELES, CA, 43673-3673	(949) 585-5900	
14932602	ABM JANITORIAL SERVICES SW 5200 SOUTH EASTERN AVENUE, , LOS ANGELES, CA, 90040	(909) 374-8121	
15727701	ABM SERVICES, INC. 5200 S. EASTERN AVENUE, , LOS ANGELES, CA, 90040	(323) 720-4020	
11163401	ACCENT SERVICE COMPANY, INC. PO BOX 9495, , NEWPORT BEACH, CA, 89495-9495	(714) 231-9645	
12173601	ACT-1 BUILDING SERVICES, INC. 13455 VENTURA BLVD., STE. 234, , SHERMAN OAKS, CA, 33872-3872	(818) 784-2575 Ext:24	
14867101	ADA SUPPLIES INC 205 OLD PERRY RD., , BONAIRE, GA, 31005	(478) 329-8896	
14057401	ADOBE PAINTING & MAINTENANCE, INC. 8132 8TH ST., , BUENA PARK, CA, 90621	(714) 994-1030	
52435701	ADVANCED BUILDING MAINTENANCE 10830 WHITTIER BLVD., , WHITTIER, CA, 61402-1402	(562) 695-0711	
52435702	ADVANCED BUILDING MAINTENANCE 10830 WHITTIER BLVD., , WHITTIER, CA, 61402-1402	(562) 695-0711	
52435703	ADVANCED BUILDING MAINTENANCE PO BOX 18199, , MERRIFIELD, VA, 68199-8199	(562) 695-0711	
14595601	ADVANCED INC 10834 E WHITTIER, , WHITTIER, CA, 90606	(562) 692-0704	
15597101	ADVANCED RESURFACING CONCRETE 2408 NELSON AVE., UNIT B, REDONDO BEACH, CA, 90278	(310) 370-2323	
15490101	AIR-CARE AVIATION SVS GRP INCADVANCED DETAIL 4310 EAST DONALD DRIVE, , LONG BEACH, CA, 90808	(562) 425-0200	
13501401	AJ & LS INC. 416 E KILDARE ST, , LANCASTER, CA, 93535	(310) 916-1804	
15515801	ALEX MIRANDA 7723 EASTERN AVENUE, , BELL GARDENS, CA, 90201	(562) 616-4836	
13464801	ALEX MORAN AA COMPUTERS, PO BOX 13271, TORRANCE, CA, 90503	(310) 781-0739	
15031201	ALEX WANG 3200 WILSHIRE BLVD. STE 1600, SOUTH TOWER, LOS ANGELES, CA, 90010	(213) 365-4905	
15758101	ALEXANDER JONES CALIFORNIA BUILDING MAINTENANCE, 4645 STARSTONE CT, PALMDALE, CA, 93551	(661) 949-2009	
14808101	ALFONSO SOLIS IMPERIAL MAINT. SERVICES, 8830 CHERRYHILLS PLACE, STOCKTON, CA, 94819-4819	(209) 957-0421	
13337701	ALL CARE INDUSTRIES, INC 16747 1/2 S. PARKSIDE AVE., , CERRITOS, CA, 90703	(562) 623-4009	
15225701	ALL-PRO ENTERPRISES INC 480 S SAN DIMAS AVE, , SAN DIMAS, CA, 91773	(213) 210-7915 Ext:106	
14469601	ALLEN LIGHT 2408 MORINE CIR., SUITE 1, , RANCHO CORDOVA, CA, 95670	(916) 247-7677	
6232401	ALPHA PRINTING & GRAPHICS, INC 15763 ORNELAS STREET, , IRWINDALE, CA, 91706	(626) 851-9800 Ext:102	

15355501	AMERICA'S BEST INC 26200 ABDALE ST, , NEWHALL, CA, 91321	(818) 442-9700	
12345801	AMERICAN BUILDING JANITORIAL 5199 E. PACIFIC COAST HWY., STE. 206, , LONG BEACH, CA, 43386-3386	(562) 986-4474 Ext:305	
11782801	AMERICAN BUILDINGS AND WINDOWS"ABW" 1223 WILSHIRE BLVD #235, , SANTA MONICA, CA, 90403	(866) 734-0193	
14851001	AMERICAN GENERAL SERVICES GROUP INC, 9297 NINTH STREET, RANCHO CUCAMONGA, CA, 91730	(909) 941-0560	
13536201	AMERICLEAN CALIFORNIA 7021 ROSECRANS AVE, , PARAMOUNT, CA, 90723	(562) 254-1783	
14551801	AMPARO FLORES JAIRO PARRA ART SERVICE & CARPET CLEANING, 2420 E. FIRST ST., LOS ANGELES, CA, 90033	(323) 266-4792	
14934001	ANEKI SOLAR CORP. 20707 ANZA AVE., SUITE 175, , TORRANCE, CA, 90503	(310) 406-4541	
12819101	ANTHONY MALONE 20941 MENLO AVE., , TORRANCE, CA, 21722-1722	(310) 212-3448	
12233701	ANTHONY PONI 1714 7TH AVE., , SACRAMENTO, CA, 83806-3806	(916) 749-2411	
15173501	APN BUSINESS RESOURCES 21418 OSBORNE ST, , CANOGA PARK, CA, 91304	(818) 717-9980	
12968301	ASAP CLEANSOURCE MARKETING II 16817 LIGGETT STREET, , NORTHRIDGE, CA, 32717-2717	(818) 428-7552	
11358801	ASCOT ENVIRONMENTAL MAINT. SVC 4235 EDGEHILL DR., , LOS ANGELES, CA, 84509-4509	(323) 295-9867	
50116401	ASIAN REHABILITATION SERVICES 1701 E. WASHINGTON BLVD., , LOS ANGELES, CA, 13124-3124	(213) 743-9242 Ext:251	
50116402	ASIAN REHABILITATION SERVICES 8929 S. SEPULVEDA BLVD., STE. 300, , LOS ANGELES, CA, 53642-3642	(310) 348-0985	
15349601	ATLANTIC PRESSURE WASHING 621 N. MONTE VISTA, , SAN DIMAS, CA, 91773	(626) 484-5868	
13930301	AVERY GROUP, INC. 11645 MONTANA, SUITE 316, , LOS ANGELES, CA, 90049	(310) 472-4941	
13219001	AZTEC FACILITY MANAGEMENT 11000 S. WILCREST, SUITE 125, , HOUSTON, TX, 90000-0000	(972) 237-9402	
13140601	AZUKA EGUN 9814 BEACHY AVE, , ARLETA, CA, 91331	(818) 714-5294	
10599701	B & B BUILDING MAINTENANCE SER 270 E. DOUGLAS AVE., , EL CAJON, CA, 04514-4514	(619) 401-4077	
14081701	B.P. ZACK CORPORATION 7071 WARNER AVE, SUITE F-120, HUNTINGTON BEACH, CA, 92647	(714) 847-5544	
13443301	BANMAY, INC. 1008 WEST 156TH STREET, , COMPTON, CA, 90220	(310) 886-7810	
15638801	BARON SERVICES INC 8780 19TH STREET #248, , ALTA LOMA, CA, 91701	(909) 652-0911	
11845501	BAY MEDICAL CO. INC. 375 OYSTER POINT BLVD. #6, , SOSAN FRANCISCO, CA, 94080	(415) 508-0900	
15613101	BEHEMOTH VENTURES, INC. 8939 S. SEPULVEDA BLVD, , LOS ANGELES, CA, 90045	(818) 523-5886	
50747701	BELL BUILDING MAINTENANCE CO 5170 SEPULVEDA BLVD., STE. 180, , SHERMAN OAKS, CA, 31192-1192	(619) 992-7299	
14345701	BERGENSONS PROPERTY SERVICES 3605 OCEAN RANCH BLVD, , OCEANSIDE, CA, 92056	(303) 217-1759	
11299101	BIGOL SERVICES INC. 8707D LINDLEY AVE. # 173, , NORTHRIDGE, CA, 53031-3031	(818) 576-9940	
14905301	BLACKSTONE CONSULTING, INC. 11726 SAN VICENTE BLVD., SUITE 550, , LOS ANGELES, CA, 90049	(310) 826-4389	
14325601	BLESSED HANDS CLEANING SERVICE 2763 WEST AVE L SUITE 280, , LANCASTER, CA, 93535	(661) 285-0964	
13103201	BLUE SKY SERVICE AGENCY 2225 S BURNSIDE AVE SUITE 3, , LOS ANGELES, CA, 90016	(323) 842-4515	
15161501	BORITEX INC PO BOX 171088, , ARLINGTON, TX, 31088-1088	(817) 467-1237	
13297401	BRIGHT HOME CLEANING SERVICE COVER ALL CLEANING CONCEPTS, 3999 SOUTH ST ANDREWS PLACE, LOS ANGELES, CA, 90062	(323) 291-9526	
15310501	BRILLIANCE BUILDING SERVICES PO BOX 556, , NORCO, CA, 92860	(951) 870-0691	

10106601	BRITWORKS INC. 642 S. SUNSET AVE., , WEST COVINA, CA, 02806-2806	(626) 337-0099	View
5699201	BRUCE KIM 3350 WILSHIRE BLVD., STE. 1105, , LOS ANGELES, CA, 01835-1835	(213) 252-0999	
12186701	BUSINESS IMAGES 4853 W. JEFFERSON BLVD., , LOS ANGELES, CA, 63939-3939	(323) 998-6124	
15113501	BUSINESS IMAGES LLC 4853 W JEFFERSON BLVD, , LOS ANGELES, CA, 63939-3939	(213) 507-8587	
10642901	BUSY BEE CLEANING 1 S. LOCUST ST., # 134-A, , INGLEWOOD, CA, 11820-1820	(310) 879-1833	
15084901	CA PROFESSIONAL MAINTENANCE CO 643 S OLIVE ST STE 960, , LOS ANGELES, CA, 90014	(310) 903-8666	
51988101	CALIFORNIA CONSERVATION CORPS 11401 BLOOMFIELD AVE., BOX 9, NORWALK, CA, 02015-2015	(213) 744-2254	
51988103	CALIFORNIA CONSERVATION CORPS 1719 24TH ST., , SACRAMENTO, CA, 67114-7114	(916) 341-3122	
14492601	CALIFORNIA SUPPLY, INC. 491 EAST COMPTON BLVD., , GARDENA, CA, 90248	(310) 532-2500 Ext:123	
14492602	CALIFORNIA SUPPLY, INC. DEPT. 8598, , LOS ANGELES, CA, 48598-8598	(310) 532-2500	
5314001	CAM SERVICES 5664 SELMARINE DR., , CULVER CITY, CA, 06120-6120	(310) 390-3552 Ext:31	
11206701	CARI 1029 J ST., STE. 380, , SACRAMENTO, CA, 42878-2878	(916) 441-5844 Ext:105	
13791401	CARLOS CHAVEZ 1715 W FRANCIS DR, , ANAHEIM, CA, 92801	(714) 865-4587	
15717401	CBJ BUILDING MAINTENANCE P.O. BOX 1778, , DANVILLE, CA, 94526	(510) 755-4279	
14841201	CD MEDIA 4U INC CARSAN DISTRIBUTORS, 1001 W. WHITTIER BLVD., SUITE B-113, MONTEBELLO, CA, 90640	(323) 896-4365	
10702601	CEED SECURITY SERVICES, INC. 12813 AVALON BLVD., , LOS ANGELES, CA, 12731-2731	(310) 538-0539	
14005801	CENTENNIAL ONE OF WASHINGTON, 5360 HOLIDAY TERRACE STE. 16A, , KALAMAZOO, MI, 49009	(269) 978-0688	
4756701	CENTURY MAINTENANCE CO. 1926 S. WESTERN AVENUE, , LOS ANGELES, CA, 90018	(323) 733-3080	
15067701	CHARLES T MOORE 11619 S CRENSHAW, , INGLEWOOD, CA, 90303	(310) 367-1659	
13277101	CHRISTIANV747 2028 PHALAROPE, 854 23RD, COSTA MESA, CA, 90403	(213) 828-1140	
10946701	CHRYSALIS CENTER CHRYSALIS WORKS, 1853 LINCOLN BLVD., SANTA MONICA, CA, 90404	(310) 401-9382	
10946702	CHRYSALIS CENTER 522 S. MAIN ST., , LOS ANGELES, CA, 31422-1422	(310) 392-4117	
10330501	CLARENCE GLOSS 1100 W. 132ND ST., , COMPTON, CA, 21925-1925	(310) 631-7116	
11443601	CLASSEN ENTERPRISES SERVICEMASTER COMMERCIAL, 1435 CALLENS ROAD, VENTURA, CA, 93003	(805) 642-3432	
14891601	CLASSEN ENTERPRISES SERVICEMASTER COMM CLEANIN, 2264 GOODYEAR AVE SUITE A, VENTURA, CA, 93003	(805) 642-3432	
13467401	CLEAN ENVIRONMENTAL INC 321 E 47TH PLACE, , LOS ANGELES, CA, 90011	(909) 979-7127	
15284601	CLEAN PRO USA INC 188 SOUTH 2ND AVE., , UPLAND, CA, 66607-6607	(909) 982-3003	
51144601	CLEAN SWEEP SUPPLY CO 2839 TANAGER AVE, , COMMERCE, CA, 90040	(323) 887-7777	
12118701	CLEAN-ING THINGS 10929 FIRESTONE BLVD., STE. 157, , NORWALK, CA, 02289-2289	(562) 864-6131	
15726801	CLEANEVENT USA, INC 975 KELLER RD, SUITE 1500, ALTAMONTE SPRINGS, FL, 32714	(407) 754-6506	
15422001	CLEANWELL MAINTENANCE INC. 8141 E. SECOND ST., #530, , DOWNEY, CA, 90241	(562) 928-9289	
15308701	COASTAL BUILDING SERVICES, INC 1295 N. TUSTIN AVE., , ANAHEIM, CA, 92807	(714) 630-4445	
14649201	COASTAL MAINTENANCE INC 307 W. TAFT AVE., SUITE F, ORANGE, CA, 92865	(714) 279-9898 Ext:101	

10420801	COME LAND MAINTENANCE CO 4917 MELROSE AVE., , LOS ANGELES, CA, 93731-3731	(323) 957-7156	
14704901	COMMERCIAL POOLS INC 27951 CABOT ROAD, , LAGUNA NIGUEL, CA, 79267-9267	(949) 582-5494	
14140401	COMMUNITY OUTREACH AND OPPORTUNITY PROGRAMS, 8929 S SEPULVEDA BLVD STE 400, LOS ANGELES, CA, 90045	(310) 649-1016	
10921601	COMPUCLEAN COMPUTER CLEANING 39300 MEDINA CT., , MURRIETA, CA, 24509-4509	(909) 698-1833	
15247401	CONTINENTAL BUILDING MAINTENANCE INC 13316 MAPLEDALE ST., , NORWALK, CA, 90650	(562) 926-7474	
14783401	CONTRACT SERVICES GROUP, INC. 480 CAPRICORN STREET, PO BOX 8815, BREA, CA, 13203-3203	(714) 582-1802 Ext:220	
11253701	CORPORATE BUILDING SVCS INC 3325 WILSHIRE BLVD STE 1240, , LOS ANGELES, CA, 01735-1735	(213) 252-0999	
14490001	COVERALL NORTH AMERICA, INC. COVERALL CLEANING CONCEPTS, 770 THE CITY DRIVE SOUTH, STE. 7000, ORANGE, CA, 92868	(714) 748-1000 Ext:226	
15281001	CROWN CORPORATE ENTERPRISES INC 285 MAGNOLIA AVE., , CORONA, CA, 92879	(951) 214-0526	
5108801	CUSTOMER SERVICE, INCORPORATED 550 CONTINENTAL BLVD., STE. 190, , EL SEGUNDO, CA, 55050-5050	(310) 364-1199 Ext:143	
15752301	CUSTOMIZED PERFORMANCE, INC. 1342 RIDDER PARK DRIVE, , SAN JOSE, CA, 95131	(408) 437-1720	
15562101	D&A JANITORIAL MAINTENANCE 1625 PALO ALTO ST., , LOS ANGELES, CA, 90026	(213) 483-3646	
13074901	DANICHRIS TRADING COMPANY 2839 DEERFORD STREET, , LAKEWOOD, CA, 23309-3309	(562) 480-2443	
14567701	DANTE N PEREZ 501 E KATELLA AVE SUITE 15B., , ORANGE, CA, 92867	(714) 325-1517	
14268501	DAYS ESCAMILLA 214 W B STREET, , ONTARIO, CA, 91762	(909) 391-6980	
13883001	DEDRA M WAGGENER SERVICE, 5322 5TH AVENUE, LOS ANGELES, CA, 90043	(310) 628-3452	
14967501	DELIA L RINCON 3228 CONCORD AVE., , ALHAMBRA, CA, 91803	(626) 318-8213	
52871201	DIAMOND CONTRACT SERVICES INC. 2249 NORTH HOLLYWOOD WAY, , BURBANK, CA, 91505	(818) 565-3554	
10561101	DIRECT BUILDING SERVICES 15949 KAPLAN AVE., , CITY OF INDUSTRY, CA, 43110-3110	(626) 369-8022	
5109901	DIVERSIFIED MAINTENANCE 417 E. HUNTINGTON DRIVE, , MONROVIA, CA, 91016	(626) 305-8500	
13873001	DIVINE AMERICA, INC. 18000 STUDEBAKER ROAD, SUITE 285, , CERRITOS, CA, 90703	(562) 809-0090	
14730601	DIVINE IMAGING INC. 9350 WILSHIRE BLVD., SUITE 313, BEVERLY HILLS, CA, 90212	(310) 248-4492	
15560501	DORYON MAINTENANCE CO. 859 N. VIRGIL AVE., SUITE B, , LOS ANGELES, CA, 90029	(323) 660-0544	View
14306601	DR J INDUSTRIES INC MOLLY MAID OF PLAYA VISTA, 9469 JEFFERSON BOULEVARD, SUITE 118, CULVER CITY, CA, 90232	(310) 838-3300	
14926501	DWMS INC. 5900 WILSHIRE BLVD., , LOS ANGELES, CA, 90036	(323) 939-4292	
12629001	EAGLE BUILDING MAINTENANCE 630 VENICE WAY., APT. 205, , INGLEWOOD, CA, 22869-2869	(310) 612-8796	
50792901	EAGLE MATERIAL HANDLING CO INC DOCKMASTERS, 4436 WORTH STREET, LOS ANGELES, CA, 32538-2538	(323) 227-1921 Ext:225	
50792902	EAGLE MATERIAL HANDLING CO INC DAVIS BACON MATERIAL HANDLING, 4436 WORTH ST., LOS ANGELES, CA, 32538-2538	(323) 227-1921 Ext:225	
12805101	EAST BUILDING MAINTENANCE 22812 SATICOY ST., , WEST HILLS, CA, 44536-4536	(818) 692-0506	
14288601	EBS SUPPLY 121 BROADWAY, STE 652, SAN DIEGO, CA, 92101	(619) 234-6944	
12009001	ELLIS ENTERPRISES BMS 10553 CHESNUT STREET, , LOS ALAMITOS, CA, 90720	(562) 493-5550 Ext:16	
13072201	EMPIRE BUILDING & ENVIRONMENTAL SERVICES INC 624 S PALM AVE., , ALHAMBRA, CA, 91803	(626) 289-8755	
13072202	EMPIRE BUILDING & ENVIRONMENTAL SERVICES INC 624 S. PALM AVENUE, , ALHAMBRA, CA, 91803	(626) 289-8755	

13072203	EMPIRE BUILDING & ENVIRONMENTAL SERVICES INC ENVIRONMENTAL SERVICES INC, P.O. BOX 219241 - FNBS-01, KANSAS CITY, MO, 19241-9241	(626) 289-8755	
13072204	EMPIRE BUILDING & ENVIRONMENTAL SERVICES INC 6910 SANTA TERESA BLVD., SAN JOSE, CA, 95119	(626) 289-8755	
4931801	EMPIRE MAINTENANCE 624 S. PALM AVE., ALHAMBRA, CA, 31527-1527	(800) 660-8755	
14024601	ENTERPRISE BUILDING SERVICES 5000 N PARKWAY CALABASAS, SUITE 106, CALABASAS, CA, 91302	(818) 222-0322	
14152801	ENVIRONMENTAL CHEMICAL ENTERPRISES, PO BOX 12268, FORT PIERCE, FL, 34979	(888) 604-0092	
12349401	ENVIRONMENTAL SERVICES SOLUTIONS, 8335 WINNETKA AVE., STE. 104, WINNETKA, CA, 61630-1630	(818) 772-7694	
6261901	EPS ENGINEERING SERVICES, INC 12100 WILSHIRE BLVD., STE. 460, LOS ANGELES, CA, 57120-7120	(310) 826-9733	
15732701	ESSENTIAL SUPPORT SERVICES, INC. 3450 BONITA RD, STE 201, CHULA VISTA, CA, 03250-3250	(619) 779-7703	
6172601	EVERGREEN CLEANING SYSTEMS 3350 WILSHIRE BLVD STE 1030, LOS ANGELES, CA, 90010	(213) 386-3307	
12632501	EWANDA JACKSON 16010 CRENSHAW BLVD., STE. C, GARDENA, CA, 94876-4876	(310) 324-9695	
14067901	EXCELSIA CORPORATION EXCELSIA BUSINESS SERVICES, 1187 E 3RD. ST., SUITE 302, LONG BEACH, CA, 90802	(562) 481-7632	
10600801	EXECUTIVE GROUP INTERNATIONAL 3345 WILSHIRE BLVD., STE. 515, LOS ANGELES, CA, 01819-1819	(912) 871-5277	
2999501	EXECUTIVE-SUITE SERVICES INC 19025 PARTHENIA ST., STE. 200, NORTHRIDGE, CA, 43780-3780	(818) 993-6300	
13071101	EZ CLEANING SERVICE 18645 HATTERAS STREET #267, TARZANA, CA, 91356	(818) 693-0308	
15475701	EZZ SERVICES 1136 N. PACIFIC AVE, GLENDALE, CA, 91202	(818) 243-3339	
12064801	FACILITY OPERATIONS PLUS 612 S. MYRTLE AVE., STE. 100, MONROVIA, CA, 63406-3406	(626) 599-9200	
13322301	FALCON INDUSTRIAL DISTRIBUTORS 225 WINTON AVE SUITE 117, HAYWARD, CA, 94544	(818) 968-4756	
14680101	FLOPPY MOP & D-CLUTTER P.C.S. 6130 W FLAMINGO RD STE 434, LAS VEGAS, NV, 89103	(702) 875-2438	
11775001	G.I. CLEANING SERVICE, INC. 4735 OAKWOOD AVE., APT. 7, LOS ANGELES, CA, 43183-3183	(323) 460-6491	
14258901	GABRIEKA JIMENEZ 43604 FERN AVE, LANCASTER, CA, 93534	(661) 206-7991	
15664401	GARCIA ASSET MANAGEMENT, INC. DBA EMPIRE BUILDING & ENVIRONMENTAL SERVICES, 624 S. PALM AVENUE, ALHAMBRA, CA, 91803	(626) 289-8755	
13729301	GARY NATER 21901 LASSEN ST #151, CHATSWORTH, CA, 91311	(818) 718-8998	
14894001	GENERAL BUILDING MAINTENANCE INC 3835 PRESIDENTIAL PKWY, SUITE 200, ATLANTA, GA, 30340	(770) 457-5678 Ext:7114	
12187801	GENERAL BUILDING MANAGEMENT COMPANY 3255 WILSHIRE BLVD., STE. 1222, LOS ANGELES, CA, 01416-1416	(213) 388-0554	
11383501	GEORGE MARTINEZ 2670 SOUTH MYRTLE AVENUE, SUITE 105, MONROVIA, CA, 91016	(626) 445-5520	View
12545701	GOD'S LIL CLEANERS 1437 W. 59TH PL., LOS ANGELES, CA, 71206-1206	(323) 971-5571	
10489601	GOODWILL INDUSTRIES OF SOUTHERN CALIFORNIA 342 N SAN FERNANDO RD., LOS ANGELES, CA, 11730-1730	(818) 782-2520 Ext:200	
10489602	GOODWILL INDUSTRIES OF SOUTHERN CALIFORNIA 14565 LANARK ST., PANORAMA CITY, CA, 24903-4903	(818) 782-2520 Ext:202	
10489603	GOODWILL INDUSTRIES OF SOUTHERN CALIFORNIA 342 N SAN FERNANDO RD., LOS ANGELES, CA, 91307	(626) 222-6879	
5601301	GRACE UNDER FIRE CLEANING SERV 2531 SAWTELLE BLVD., # 92, LOS ANGELES, CA, 43124-3124	(310) 672-4575	
15051201	GREAT CLEANING SERVICE 14252 CULVER DR SUITE A, IRVINE, CA, 92604	(949) 474-3312	
15364501	GREEN CLEAN BUILDING SERVICES 1575 NOBHILL DR., AZUSA, CA, 91702	(626) 633-1390	
14784201	GUILLERMO HETMAN 22440 DOWNING ST., MORENO VALLEY, CA, 92553	(951) 966-2428	

15724901	GUS MARQUEZ PSI PRESSUREWASHING LLC, 6300 PISCES STREET, AGOURA HILLS, CA, 91301	(818) 464-6908	
11966601	H&D ENTERPRISE 23279 WOODLEAF DR., , DIAMOND BAR, CA, 51947-1947	(909) 809-9667	
10650301	H&H BUIDING MAINTENANCE 18220 ANDREA CIR. S., , NORTHRIDGE, CA, 51134-1134	(818) 718-6293	
14370001	HANEEF JORDAN 9813 3RD AVE, PO BOX 2001, GARDENA, CA, 90247	(888) 696-6399 Ext:4	
13753001	HARRISON ORGANIZATION, INC HA SECURITY SERVICES GROUP, PO. BOX 367, RANCHO CUCAMONGA, CA, 91739	(909) 463-4748	
3805401	HAYNES BUILDING SERVICE, INC. 125 W. MAPLE AVE., , MONROVIA, CA, 63420-3420	(626) 359-6100	
15546301	HBS NATIONAL CORPORATION 11777 KATY FREEWAY, SUITE 190, HOUSTON, TX, 77079	(281) 679-5332	
15438501	HENRY F WEAVER 19620 WYANDOTTE ST 2, , RESEDA, CA, 91335	(818) 678-9595	
15682901	HIGH TECH BUILDING MAINTENANCE INC. 1844 EAST WALNUT ST., SUITE B, PASADENA, CA, 91107	(626) 683-0837	
51336701	HOLIDAY PAPER PRODUCTS 8121 PIVOT ST., , DOWNEY, CA, 14853-4853	(562) 923-0334	
12656001	HYMAN JANITORIAL SERVICE 186 KETTLE CREEK, , BEAUMONT, CA, 92223	(951) 769-4968	
15690401	I-PAC PACKAGING, INC. 5308 13TH AVENUE, SUITE 256, BROOKLYN, NY, 11219	(347) 533-8747	
52885501	INTEGRATED SUPPORT SOLUTIONS INC, 14558 SYLVAN ST., VAN NUYS, CA, 91411	(818) 787-2116 Ext:101	
52885502	INTEGRATED SUPPORT ISSI C/O ORTHOPAEDIC HOSPITAL, 2400 SOUTH FLOWER STREET, LOS ANGELES, CA, 90007	(818) 787-2116	
4783401	INTERNATIONAL DATA SUPPLY CORP 1762 MCGAW AVENUE, , IRVINE, CA, 92614	(949) 724-9090 Ext:109	
11556501	IRINEO NUNO 1650 S. CAMPUS AVE., APT. 29, , ONTARIO, CA, 14349-4349	(909) 391-7136	
12687701	ISAAC PAYNE SERVICE, 316 W. CARSON ST., STE. 102, CARSON, CA, 52650-2650	(310) 781-1080	
14384401	J & J VENDING SERVICES 856 E PENROD DRIVE, , CARSON, CA, 90746	(323) 309-2502	
13170901	J&J BUILDING MAINTENANCE SERV. 141 N. VENTURA AVE. SUITE I, , VENTURA, CA, 93001	(805) 217-8042	
51423901	JANI-KING OF CALIFORNIA INC 500 N. STATE COLLEGE BLVD., STE. 900, , ORANGE, CA, 92868	(714) 990-2221 Ext:139	
14868801	JANI-SERV, INC. 320 EAST 10TH DRIVE SUITE P, , MESA, AZ, 85210	(123) 456-7890	
10938601	JANISERV INTERNATIONAL PO BOX 6991, , BUENA PARK, CA, 26991-6991	(714) 670-1184	
14634401	JANITORIAL SYSTEMS 9631 ALONDRA BLVD., SUITE 200, , BELLFLOWER, CA, 63673-3673	(562) 804-7575	
15219201	JAVIER D MAGANA 15760 FELLOWSHIP ST, , LA PUENTE, CA, 91744	(909) 636-5254	
12987501	JEAN FRANKLIN 8611 W. CRENSHAW BLVD, SUITE 211, INGLEWOOD, CA, 90305	(562) 537-5346	
15257901	JEFF KOHL ECOBUE OF SOUTHERN CALIFORNIA, 9538 TOPANGA CANYON BLVD, CHATSWORTH, CA, 91311	(818) 882-8088	
13810801	JEFFREY T SODEMAN 12188 CENTRAL AVE., STE. 357, CHINO, CA, 91710	(909) 465-0060	
14101601	JENNIFER MOON BRISENO JANIKING, 2511 W. 73RD ST., LOS ANGELES, CA, 90043	(323) 752-2274	
15459101	JESUS CRUZ 2201 PEYTON, , BURBANK, CA, 91504	(818) 339-1738	
14462701	JESUS GRANADOS 16603 E. CYPRESS ST., , COVINA, CA, 91722	(909) 241-3351	
15290601	JK & MD ENTERPRISE, INC. NRG MAINTENANCE COMPANY, PO BOX 231, BELLFLOWER, CA, 90707	(562) 925-3235	
15471801	JOHNNIE W MCCLURKIN 9709 NORTHERN DANCER DRIVE, , LAS VEGAS, NV, 89117	(702) 591-4200	
14165001	JOHNSON MAINT & JANITOR.SVS 922 EAST 41ST STREET #4, , LOS ANGELES, CA, 90011	(619) 571-9869	

14833001	JOSE HERNANDEZ 7911 ARLINGTON AVE 160, , RIVERSIDE, CA, 92503	(951) 343-9648	
15073301	JOSEPH P HOWARD 1240 E ONTARIO STE 102-259, , CORONA, CA, 92881	(951) 990-4628	
15304101	JUAN L TIZCARENO 9947 HALIFAX,ST., , VENTURA, CA, 93004	(805) 258-8396	
11861501	JULIE-RENE CLEANING SERVICE 43759 15TH ST. W., SUITE 126, , LANCASTER, CA, 44754-4754	(661) 948-5740	
11845201	JUNG & KANG INC. 7700 ORANGETHORPE AVE., STE. 17, , BUENA PARK, CA, 13465-3465	(714) 521-9450	
14189901	KAISER CARLEEN WAREHOUSE 1375 LOGAN AVE, SUITE L, COSTA MESA, CA, 64016-4016	(714) 429-1900	
14723901	KC BUILDING MAINTENANCE, INC. 836 CRENSHAW BLVD., STE. 200, , LOS ANGELES, CA, 90005	(213) 598-7071	
15241401	KDM - STRATUS BUILDING SOLUTION 2045 PELHAM AVE, , LOS ANGELES, CA, 90025	(310) 614-4086	
11774901	KEEP IT CLEAN 2419 1/2 3RD AVE, , LOS ANGELES, CA, 90018	(323) 737-7734	
13705701	KEEP IT CLEAN SERVICES PO BOX 211, , LOMITA, CA, 90717	(310) 938-2599	
14950201	KEISHA R POWELL 9101 HAAS AVE, , LOS ANGELES, CA, 90047	(310) 345-0100	
13992901	KEITH B YORK 8255 JOHNSON LANE, , GRANITE BAY, CA, 95746	(916) 797-4020	
14024701	KEITH KANTARIA 1307 6TH STREET, SUITE 210, , CORONA, CA, 92882	(951) 736-1234	
14460301	KEVIN ULLAND 9090 LAS TUNAS DR, , TEMPLE CITY, CA, 91780	(626) 286-1165	
14502701	KIM TRIEU PO BOX 4724, , RIVERSIDE, CA, 92514	(951) 329-2170	
15518601	KMC MAINTENANCE AND JANITORIALSERVICES, INC 1543 W. OLYMPIC BLVD, SUITE 302, LOS ANGELES, CA, 90015	(213) 380-9982	
14126901	KYP SERVICES INC. BROTHERS CARPET CARE, 21740 FIGUEROA ST, CARSON, CA, 90745	(760) 275-2016	
4993801	LACM, INC. 18816 SAN FERNANDO MISSION BLVD., , NORTHRIDGE, CA, 62437-2437	(818) 366-8680	
4993802	LACM, INC. 20812 VENTURA BLVD., STE. 105, , WOODLAND HILLS, CA, 42335-2335	(818) 887-3311	
15551501	LAKESH HARRISHIRED HELP 10333 KALMIA ST., , LOS ANGELES, CA, 90002	(323) 997-7132	
6166702	LARRY THOMAS 5959 W. CENTURY BLVD., STE. 710, , LOS ANGELES, CA, 56508-6508	(000) 000-0000	
14277001	LAWENCE A SAMPLE JANITORIAL SERVICE, 1536 E. HARDING ST., LONG BEACH, CALIF, CA, 90805	(562) 428-1484	
14806401	LEE&LEE JANITORIAL SERVICE INC 6208 NORTH 42ND STREET, , TACOMA, WA, 98407	(253) 761-8665	
12564101	LEE'S MAINTENANCE SERVICE, INC 14740 KESWICK ST., , VAN NUYS, CA, 51205-1205	(818) 988-6644	
15147501	LELA M BLACK 1802 W 50TH ST, , LOS ANGELES, CA, 90062	(323) 327-6808	View
14127101	LENA SCOTT P.O. BOX 571762, , TARZANA, CA, 91357	(818) 292-2460	
15615501	LENA SCOTT DNS SOLUTIONS, 22003 INDEPENDENCIA ST, WOODLAND HILLS, CA, 91364	(818) 292-2460	View
11145601	LINCOLN TRAINING CENTER 2643 LOMA AVE., , SOUTH EL MONTE, CA, 31478-1478	(626) 636-2553	
15543101	LINDA J GODLEY 9001 S. VAN NESS AVE., , INGLEWOOD, CA, 90305	(323) 327-8839	
15763901	MANEEK K SEKHON LIBRA ENTERORISES, PO BOX 11021, FRESNO, CA, 93771	(559) 289-7850	
10992101	MARCELL TEJADA 388 E OCEAN BLVD #102, , LONG BEACH, CA, 90802	(310) 200-9517	
14962001	MARCY J MAPLES JANI KING, 4901 GREEN RIVER RD SPACE 291, CORONA, CA, 92880	(714) 742-8862	
13258401	MARINA ZENDIS 14909 ORANGE AVE., , PARAMOUNT, CA, 90723	(562) 634-3005	

15628701	MARQUISE, INCDBA SERVPRO OF HOLLYWOOD HILLS 1555 N VERMONT AVE, , LOS ANGELES, CA, 90027	(323) 667-3100	
14399101	MARTIN SANCHEZ 401 3RD STREET SUITE 426, , SAN PEDRO, CA, 90731	(310) 872-0453	
11512301	MARY & SON JANITORIAL MAINT. PO BOX 6272, , COMPTON, CA, 46272-6272	(562) 529-5057	
14999701	MARY & SON MAINTENANCE SERVICE PO BOX 6272, , COMPTON, CA, 46272-6272	(562) 529-5057	
12122401	MASTERCARE 7701 GARDEN GROVE BLVD., , GARDEN GROVE, CA, 14207-4207	(714) 890-7117	
11831501	MATRIX HEALTHCARE DISTRIBUTORS INC. P.O. BOX 19206, , LOS ANGELES, CA, 90019	(323) 356-4908	
5237401	MAXIM BUILDING CARE, INC. 3250 WILSHIRE BLVD., STE. 1103, , LOS ANGELES, CA, 90010	(213) 384-3211	
12157501	MAXIM BUILDING SERVICES, LLC 3540 WILSHIRE BLVD., STE. 711, , LOS ANGELES, CA, 02351-2351	(213) 384-3211	
11294801	MBM PROFESSIONAL JANITORIAL 3250 WILSHIRE BLVD., STE. 1103, , LOS ANGELES, CA, 01513-1513	(213) 383-1849	
11294802	MBM PROFESSIONAL JANITORIAL 1731 HOWE AVE., # 200, , SACRAMENTO, CA, 52209-2209	(213) 383-1849	
11294803	MBM PROFESSIONAL JANITORIAL 3010 WILSHIRE BLVD., # 339, , LOS ANGELES, CA, 01146-1146	(213) 383-1849	
51076501	MEDIA RECOVERY INC DATA SPAN, 1111 WEST MOCKINGBIRD, SUITE 1050, DALLAS, TX, 75247	(818) 209-3600	
51076502	MEDIA RECOVERY INC 33 E. ORANGE GROVE AVE., , BURBANK, CA, 21827-1827	(800) 753-2203	
11175801	MERCHANTS BUILDING MAINTENANCE LLC 786 MONTEREY PASS RD., , MONTEREY PARK, CA, 91754	(323) 446-0545	
15694801	METRO SERVICES SOUTH 5057 W WASHINGTON BLVD, , LOS ANGELES, CA, 90016	(562) 234-9650	
14112601	MICHAEL HOWARD 73985 1/2 HWY 111, , PALM DESERT, CA, 92253	(760) 771-0159	
15228201	MILLENNIUM MAINTENANCE SYSTEMS 26007 HUNTINGTON LANE STE 11, , VALENCIA, CA, 91355	(661) 645-7199	
14177701	MOLDWASH - MOLDBOXER SALES L 9601 WILSHIRE BLVD, SUITE 620, BEVERLY HILLS, CA, 05202-5202	(310) 271-5005	
15285701	MOON H HAHN PACIFIC COMMERCIAL COMPANY, 3450 WILSHIRE BLVD STE 704, LOS ANGELES, CA, 90010	(213) 422-7722	
14296801	MOORE MAINTENANCE & JANITORIALSERVICES, INC. SERVICES, INC., 69730 HIGHWAY 111, SUITE 106A, RANCHO MIRAGE, CA, 92270	(909) 885-7840 Ext:10	
14604701	MT SUPPLY INC MACHINE TOOL SUPPLY INC, 3505 CADILLAC AVE SUITE K-2, COSTA MESA, CA, 93510	(818) 471-6334	
13875601	NARCISO MARTINEZ SERVICE, 1071 E 48 TH ST SUIT 202, LOS ANGELES, CA, 90011	(323) 992-3478	
15767401	NATIONWIDE JANITORIAL CORP. 632 EXECUTIVE DRIVE, , WILLOWBROOK, IL, 60527	(630) 323-8400	
5117801	NATURAL BUILDING MAINTENANCE C 16610 SOUTH WESTERN AVENUE, , GARDENA, CA, 75214-5214	(310) 512-6300	
13489801	NELLIE GOMEZ P.O. BOX 31373, , LOS ANGELES, CA, 90031	(626) 755-8896	
15056201	NELSEN'S JANITORIAL SERVICE PO BOX 4289, , PALM SPRINGS, CA, 34289-4289	(760) 567-0149	
13231101	NEW ERA SERVICES INC 1736 E CHARLESTON BLVD, SUITE164, LAS VEGAS, NV, 89104	(323) 643-5703	
11990901	NEW WORLD SERVICE, INC. 1050 S. PRAIRIE AVE., , INGLEWOOD, CA, 14120-4120	(310) 645-1000	
10543501	NEWPOINT MANAGEMENT, LLC 144 GREENBRIAR LN., , LA PUENTE, CA, 44742-4742	(310) 424-5433	
15646301	NICHOLE C ALT GREEN & CLEAN CEILING PROS 1004 E. WINGATE ST, , COVINA, CA, 91724	(626) 922-9720	
15747401	NICKI D DE HAVEN 13550 RYE ST #3, , SHERMAN OAKS, CA, 91423	(818) 456-8472	
14952901	NMS MANAGEMENT, INC. 155 WEST 35TH STREET, SUITE D, , NATIONAL CITY, CA, 91950	(619) 425-0440	
14753901	NOBLE KNIGHT HOLDINGS CORP 270 EAST DOUGLAS AVE, , EL CAJON, CA, 92020	(619) 567-5240	

14157301	NOBLE L ROBINSON III 12223 HIGHLAND AVE., SUITE 203, , RANCHO CUCAMONGA, CA, 91739	(909) 437-1094	
13161001	NOON PRODUCTIONS, LLC P. O. BOX 802874, , SANTA CLARITA, CA, 91380	(661) 313-4227	
15281301	NORMA A CRUZ 210 E AVENUE 39, , LOS ANGELES, CA, 90031	(213) 999-3084	
15294801	NOVA COMMERCIAL CO., INC. 1535 TIDELANDS AVE STE C, , NATIONAL CITY, CA, 91950	(510) 728-7000	
13139401	OCTI-KLEEN JANITORIAL SERVICES PO BOX 4787, , DOWNEY, CA, 90241	(562) 305-6347	
14293801	OJS SYSTEMS, INC. PO BOX 671744, , MARIETTA, GA, 30006	(770) 975-9343	
11503501	ONYX WORLD COMPANIES INC. 6112 S. CROFT AVE., , LOS ANGELES, CA, 61615-1615	(323) 293-3874	
11427301	OPENWORKS 4300 LONG BEACH BLVD., STE. 100, , LONG BEACH, CA, 72008-2008	(562) 428-9210 Ext:105	
15481901	OUTSOURCE COMPANY INC 5322 CRENSHAW, , LA, CA, 90043	(323) 404-0014	
13844101	P.J. LAMANNA, INC P.O. BOX 936082, , MARGATE, FL, 33093	(877) 477-8624	
15307501	PACIFIC BUILDING CARE 5120 GOLDLEAF CIRCLE, SUITE 120, LOS ANGELES, CA, 90056	(800) 700-7271 Ext:318	
14851401	PACIFIC PREMIUM SERVICES, INC. 238 W. 60TH ST., , LOS ANGELES, CA, 90003	(323) 243-3264	
3058001	PACIFIC SUN MAINTENANCE CO INC 1101 CRENSHAW BLVD. 103, , LOS ANGELES, CA, 90019	(323) 938-2100	
15117501	PAN WORLD INC 13071 ROSECRANS AVE, , SANTA FE SPRINGS, CA, 90670	(562) 282-0440	
15750301	PARADISE CLEANING SOLUTIONS 169 ATLANTIC STREET, , POMONA, CA, 91768	(909) 598-0314	
13821401	PARENT TO PARENT, INC. FAMILY EMPOWERMENT, 2450 N. SANTA ANA BLVD., LOS ANGELES, CA, 90059	(323) 209-7009	
4678601	PATTEN ENERGY ENTERPRISES, INC 3437 S MAIN ST., , LOS ANGELES, CA, 90007	(323) 235-3500	
13530501	PAUL A COFFELT 1191 W CALLE DEL SOL #2, , AZUSA, CA, 91702	(760) 470-2870	
14845401	PBMS INC PREMIER BUILDING MAINT SERV., 1909 WILSHIRE BLVD., LOS ANGELES, CA, 90057	(213) 386-2552	
10122001	PEARCE BUILDING SERVICES 480 CAPRICORN ST., , BREA, CA, 13203-3203	(714) 990-6677 Ext:40	
2290401	PEDUS BUILDING SERVICES, INC. 601 POTRERO GRANDE DR. # 300, , MONTEREY PARK, CA, 57407-7407	(323) 837-0222	
2290402	PEDUS BUILDING SERVICES, INC. 3500 W. 1ST ST., , LOS ANGELES, CA, 45901-5901	(213) 386-8480	
11768301	PEDUS SERVICE 601 POTRERO GRANDE DR., , MONTEREY PARK, CA, 57407-7407	(323) 837-0250	
14475001	PEGASUS CLEANROOM SERVICES PEGASUS BUILDING SERVICES COMP, 7554 TRADE STREET, SAN DIEGO, CA, 19212-9212	(858) 444-2290 Ext:12	
6236601	PIONEER CHEMICAL CO 13717 S NORMANDIE AVE, , GARDENA, CA, 92609-2609	(310) 366-7393	
52870701	PJ CEPHAS CORPORATION PJ CEPHAS CORPORATION, P O BOX 950364, MISSION HILLS, CA, 50364-0364	(818) 890-2500	View
52870702	PJ CEPHAS CORPORATION 15643 SHERMAN WAY., STE. 220, , VAN NUYS, CA, 64174-4174	(818) 756-5475	
50737901	PORSHIA ALEXANDER OF AMERICA PO BOX 2427, , COVINA, CA, 28427-8427	(111) 111-1111 Ext:11	
50737902	PORSHIA ALEXANDER OF AMERICA 909 S. GLENDORA AVE., , WEST COVINA, CA, 04205-4205	(626) 966-1203	
52514001	PREMIER BUILDING MAINTENANCE 1909 WILSHIRE BLVD, , LOS ANGELES, CA, 90057	(213) 386-2552	
15120301	PREMIER SERVICES LLC 1101 S ALLEN ST, , POPLARVILLE, MS, 03117-3117	(601) 307-1152	
15146001	PREMIER UPKEEP LLC 10641 HALBRENT AVE, , MISSION HILLS, CA, 91345	(818) 470-4965	
13696801	PRIDE INDUSTRIES 10030 FOOTHILLS BLVD., , ROSEVILLE, CA, 77102-7102	(916) 788-2136	

14588801	PRIDE INDUSTRIES 10030 FOOTHILLS BLVD., , ROSEVILLE, CA, 95747	(916) 788-9790	
14336401	PRIME C & K INC 148 S GRAMERCY PL STE 3, , LOS ANGELES, CA, 90004	(323) 228-6566	
15598601	PRITCHARD SPORTSPRITCHARD SPORTS & ENTERTAINME 2147 PRIEST BRIDGE DR STE 5, , CROFTON, MD, 21114	(410) 451-8448	
14311101	PYRAMID BUILDING MAINTENANCE PACIFIC BUILDING MAINTENANCE, 4747 OCEANSIDE BLVD., SUITE E, OCEANSIDE, CA, 63054-3054	(760) 643-9239 Ext:104	
14832301	QCS BUILDING SERVICES INC 39215 BEACON LN, , PALMDALE, CA, 93551	(661) 236-8615	View
13899001	QUALITY BUILDING & MAINTENANCE SERVICES, 9432 EAST AVE T2, LITTLEROCK, CA, 93543	(661) 944-4680	
14462201	QUEEN M DAVIS MEDICAL SUPPLY CARRIER, 1807 SOUTH GENESEE AVE, LOS ANGELES, CA, 95032-5032	(323) 933-9014	
11610301	R AND D OPTIONS P.O. BOX 508, , NORWALK, CA, 90651	(562) 863-1949	
15057201	RASHEEDA RASHID 45433 MAYS CT, , LANCASTER, CA, 93535	(661) 916-6510	
14004701	RAUL LOPEZ 360 GRAND AVE, 379, OAKLAND, CA, 94610	(510) 798-5496	
11260801	RAYMOND MONTCLAR 3720 BRAYTON AVE., , LONG BEACH, CA, 74223-4223	(562) 424-3948	
14297201	RECHELLE G BRIZUELA 540 LINDEN DR., , OXNARD, CA, 93033	(805) 987-8076	
6273001	RELIABLE BLDG MAINTENANCE INC. 3200 WILSHIRE BLVD., STE. 1370 NORTH TOWER, , LOS ANGELES, CA, 90010	(213) 365-2930	
13920401	RELIABLE BUILDING MAINTENANCE 3200 WILSHIRE BLVD., #1370 NORTH TOWER, , LOS ANGELES, CA, 90010	(213) 365-2930	
11744501	RELIANCE SERVICE GROUP PO BOX 180, , NEW CUYAMA, CA, 40180-0180	(714) 418-2960 Ext:228	
11101401	RELIANCE SUPPORT SREVICES 7004 N. HALF MOON DR., , BAKERSFIELD, CA, 97864-7864	(661) 301-2861	
14755301	RESICOMM INTERNATIONAL 8939 S. SEPULVEDA BLVD, SUITE 304, LOS ANGELES, CA, 90045	(310) 258-9097	
13091601	RESOURCE UNLIMITED 7049 N. FAIRCHILD CR, , MILWAUKEE, WI, 53217	(414) 350-7456	
13254701	RICHARD DAWES 14731 FRANKLIN AVE., SUITE K, , TUSTIN, CA, 92780	(714) 368-1832	
12465701	ROBERT GREEN PO BOX 1446, , INDIO, CA, 92202	(310) 293-8770	
14947201	ROBERT H PEDDER EXPERT BUILDING MAINTENANCE, 1871 TAPO STREET, SIMI VALLEY, CA, 93063	(805) 520-1580	
15066901	RODERICK BROOKS SERVICES, 8443 CRENSHAW BLVD SUITE 112, INGLEWOOD, CA, 90301	(323) 635-7792	
5104401	ROGAN BUILDING SERVICES, INC. 1521 7TH ST., , RIVERSIDE, CA, 74454-4454	(909) 248-1261	
5104402	ROGAN BUILDING SERVICES, INC. 1245 N. FITZGERALD AVE., , RIALTO, CA, 68615-8615	(000) 000-0000	
14292601	ROLANDO C GARCIA 19730 BYRNE PLACE, , SAUGUS, CA, 91350	(310) 946-7144	
5120001	ROYAL CREST BUILDING MT 8601 ROLAND ST., STE. A, P.O. BOX 391, BUENA PARK, CA, 14813-4813	(714) 562-5034	
15728301	S & S MANAGEMENT SERVICES LLC PROFESSIONAL BUILDING MAINTENANCE, 1299 E ARTESIA BLVD STE 230, CARSON, CA, 90746	(424) 213-4110	
15299701	SAFETY SHINE MAINTENANCE & SUP 3623 JASMINE AVE, 111, LOS ANGELES, CA, 90034	(310) 717-4289	
15424001	SAMANTHA CHUNG 400 S. HARVARD BLVD, #307, , LOS ANGELES, CA, 90020	(310) 923-6707	
14986301	SAMUEL METZNER & MELISSA METZNER - JANI KING, 5536 LINDLEY AVE SUITE 331, ENCINO, CA, 91316	(323) 854-1784	
15041301	SARAYAN BUILDING SOLUTIONS STRATUS BUILDING SOLUTIONS, 16530 VENTURA BLVD 204, ENCINO, CA, 91316	(818) 981-1700	
15617301	SCOTT L LINDSTROM 12127 MALL BLVD., STE A # 476, VICTORVILLE, CA, 92392	(877) 216-9590	
12075301	SELF'S JANITORIAL SERVICE 332 W. 2ND ST., , PERRIS, CA, 02004-2004	(909) 657-5312	

13120601	SERV 1 JANITORIAL 39252 WINCHESTER RD., #107-358, , MURRIETA, CA, 92563	(951) 541-8752	
3123201	SERVICEMASTER CBM 2010 W. AVENUE K, # 478, , LANCASTER, CA, 65229-5229	(661) 948-5287	
13690501	SERVICON SYSTEMS INC 3965 LANDMARK ST, , CULVER CITY, CA, 90232	(310) 204-5040 Ext:244	
11598901	SHAMEKA HULL SCHOLARSHIP 20539 S. VERMONT AVE., UNIT. 7, , TORRANCE, CA, 23109-3109	(310) 323-2327	
11826901	SHATTO CORPORATION 425 SHATTO PL STE A-1, , LOS ANGELES, CA, 90020	(213) 384-8332	
11826902	SHATTO CORPORATION 425 SHATTO PL STE A-1, , LOS ANGELES, CA, 90020	(213) 384-8332	
14599401	SHERI W DALE 6829 LANKERSHIM BLVD., SUITE 2, NORTH HOLLYWOOD, CA, 91605	(888) 468-9188	
15543601	SHIBRO LLCDBA JAN-PRO OF THE WEST 3540 WILSHIRE BLVD #807, , LOS ANGELES, CA, 90010	(213) 355-1212 Ext:302	
10169601	SHIRLEY WILSON 12441 AVOCADO AVE., , CHINO, CA, 02713-2713	(909) 465-0626	
14060001	SHYP BIOTECHNICAL CLEANING, LL 320 N E STREET SUITE 302, , SAN BERNARDINO, CA, 92401	(951) 582-0931	
12055001	SIERRA JANITORIAL SERVICES INC 4455 CASA GRANDE CIRCLE 119, , CYPRESS, CA, 90630	(714) 761-2050	
15293701	SIMONS CLEANING SERVICE 1173 MAAG PLACE, , FULLERTON, CA, 92833	(714) 225-0004	
13920501	SOLUTION1 BUILDING SERVICES 855 N HAMILTON BLVD, , POMONA, CA, 91768	(562) 261-5676	
6117301	SOUTHERN BUILDING MAINTENANCE 836 CRENSHAW BLVD., STE. 102, , LOS ANGELES, CA, 53631-3631	(323) 931-1551	
6117302	SOUTHERN BUILDING MAINTENANCE 3921 WILSHIRE BLVD., STE. 303, , LOS ANGELES, CA, 03329-3329	(323) 931-1551	
14581501	SPARKLING CLEAN CLEANING 2904 WEST 48TH ST, P.O. BOX 432142, LOS ANGELES, CA, 90043	(323) 290-3935	
11259501	STAMCO 200 N. CLARK AVE, , POMONA, CA, 75723-5723	(909) 622-1367	
52732401	STANLEY STEEMER OF LOS ANGELES 841 W FOOTHILL BLVD, , AZUSA, CA, 22815-2815	(626) 945-5543	
14576301	STEVE ALEXIS 2222 NEILSON WAY, , SANTA MONICA, CA, 52281-2281	(310) 428-1343	
5706901	SUPERIOR ENVIRONMENTAL PO BOX 19784, , SAN DIEGO, CA, 90784-0784	(619) 462-7079	
10374201	SUPPORT SERVICES OF AMERICA INC, 12440 FIRESTONE BLVD., STE. 312, NORWALK, CA, 04399-4399	(509) 979-3900	
14347201	SURETECK INDUSTRIAL & COMMERCIAL SERVICES INC., 860 E COTTONWOOD STREET, ONTARIO, CA, 91761	(951) 529-7556	
14144701	SWAYZER'S INC. 1663 E. DEL AMO, , CARSON, CA, 90746	(323) 979-7223	
51890301	SYSTEMS MANAGEMENT, INC. 1635 N. LAKE AVE., , PASADENA, CA, 42321-2321	(626) 791-1388	
14633001	T & T JANITORIAL, INC. P.O. BOX 261401, , SAN DIEGO, CA, 92196	(858) 336-8837	
14315601	T&J BUILDING CLEANING SERVICE 27940 SOLAMINT RD APT SUITE 4-103, , SANTA CLARITA, CA, 91387	(661) 476-8854	
13234001	TAM DOAN 9088 DEWSBURY AVE, , SAN DIEGO, CA, 92126	(858) 336-8837	
12228401	TAMARA CAUDILL 41024 16TH ST. W., , PALMDALE, CA, 12145-2145	(661) 273-6692	
10807601	TEAM-ONE EMPLOYMENT SPECIALIST 2999 OVERLAND AVE., STE. 130, , LOS ANGELES, CA, 44256-4256	(310) 841-4100	
11465401	THE HARPER GROUP 18226 W. MCDURMOTT, STE. B, , IRVINE, CA, 44750-4750	(949) 223-8894	
14323501	THE JANITORIAL COMPANY 13686 S. CEDAR AVE, , FRESNO, CA, 93725	(559) 896-2122	
14968301	THE MAULL GROUP 4082 S CLOVERDALE AVE, , LOS ANGELES, CA, 81033-1033	(323) 291-5759	
14282001	THE PAR 3 GROUP 101 ATLANTIC AVE., STE. 104, LONG BEACH, CA, 90802	(562) 537-7528	

52057801	THE RESOURCE COLLECTION 4901 W. ROSECRANS AVE., , HAWTHORNE, CA, 06615-6615	(310) 219-3272 Ext:126	
11824901	THE WORK FORCE 1932 ROCHESTER CIRCLE, , LOS ANGELES, CA, 90018	(323) 766-1119	
12925501	THEDA HOGUE SPECIAL TOUCH CLEANING SERVICE, P.O. BOX 8144, NORTHRIDGE, CA, 91327	(818) 894-8433	
13907901	THEO HILL 4180 MOUNT VERON DRIVE, , LOS ANGELES, CA, 90008	(310) 259-4520	
14721501	THOROUGH CLEANING SERVICES 4103 SANTA ROSALIA DR, , LOS ANGELES, CA, 90008	(323) 301-5980	
12948701	TK CLEANING SERVICES 2260 E AVE Q4, UNIT 66, , PALMDALE, CA, 93550	(661) 449-7097	
13282201	TKH DESIGN, INC. 1020 N. BATAVIA ST. SUITE M, , ORANGE, CA, 92867	(714) 289-0344	
12797701	TONY GARCIA 4101 PARAMOUNT BLVD., SPC. 32, , PICO RIVERA, CA, 06029-6029	(714) 936-9397	
14953501	TOPFLITE BUILDING SERVICES INC 930 KENNEDY STREET, NW, , WASHINGTON, DC, 20011	(202) 726-2500	
15169901	TOTAL KONCEPTS ACS INC 3166 E PALMDALE BLVD STE 116, , PALMDALE, CA, 93550	(661) 273-0352	View
14140501	TOTAL MAINTENANCE GROUP 6910 OSLO CIRLE STE 205, , BUENA PARK, CA, 90623	(714) 228-9191	
14741601	TWO-81 JANITORIAL 11150 GLENOAKS ST., SUITE 141, , PACOIMA, CA, 91331	(818) 425-8968	
14792701	ULTIMATE CLEANING SOLUTIONS 15838 SILVERGROVE DR., , WHITTIER, CA, 90604	(562) 631-4947	
11280301	ULTIMATE MAINTENANCESERVICE INC. 4237 REDONDO BEACH BLVD., , LAWNDALE, CA, 03341-3341	(310) 542-1474 Ext:18	
10506601	UNISERVE FACILITIES SERVICES CORP 550 S. HOPE ST., , LOS ANGELES, CA, 12627-2627	(213) 533-1000 Ext:107	
436101	UNISOURCE WORLDWIDE INC 20 CENTERPOINTE DR., STE. 130, , LA PALMA, CA, 32562-2562	(714) 690-6626	
436102	UNISOURCE WORLDWIDE INC 20 CENTERPOINTE DR SUITE #130, , LA PALMA, CA, 90623	(714) 690-6626	
436103	UNISOURCE WORLDWIDE INC 515 WEST 132 STREET, , LOS ANGELES, CA, 90248	(310) 532-4800 Ext:357	
436106	UNISOURCE WORLDWIDE INC DEPT. 2-1952, , LOS ANGELES, CA, 90088	(323) 725-3700	
436107	UNISOURCE WORLDWIDE INC 20 CENTERPOINTE DRIVE SUITE 130, , LA PALMA, CA, 90623	(800) 544-0860 Ext:2341	
436108	UNISOURCE WORLDWIDE INC 2600 SOUTH COMMERCE WAY, , CITY OF COMMERCE, CA, 90040	(818) 426-4865	
15076601	UNITED SANITARY SUPPLY INC 451 CONSTITUTION AVE., , CAMARILLO, CA, 93012	(805) 484-9554	
15736101	UNIVERSAL BUILDING MAINTENANCE 1551 N. TUSTIN AVE., STE. 650, SANTA ANA, CA, 92705	(562) 708-2158	
15119101	UNIVERSAL BUILDING MAINTENANCEBUILDING MAINTENANCE OF TODAY BUILDING MAINTENANCE OF TODAY, 2030 E 4TH ST STE 225, SANTA ANA, CA, 92705	(714) 835-9621	
4613701	UNIVERSAL SPECIALTIES INC 2821 FABER ST., , UNION CITY, CA, 94587	(510) 489-3444	
4613702	UNIVERSAL SPECIALTIES INC PO BOX 5035, , UNION CITY, CA, 78535-8535	(800) 453-1445	
4613703	UNIVERSAL SPECIALTIES INC PO BOX 5035, 2821 FABER ST, UNION CITY, CA, 78535-8535	(000) 000-0000	
4613705	UNIVERSAL SPECIALTIES INC 2075 E APPLETON ST SUITE 25, , LONG BEACH, CA, 90803	(714) 437-4173	
13811401	UNIVERSO CLEANING INC. 111 S. GARFIELD BLVD., STE 101-A, , MONTEBELLO, CA, 90640	(323) 574-0089	
14719101	US BUILDING SERVICE INC 7581 COMMONWEALTH AVE, , BUENA PARK, CA, 90621	(714) 736-5454	
5116601	US METRO GROUP, INC. 605 S. WILTON PLACE, , LOS ANGELES, CA, 90005	(213) 382-6435	
5116602	US METRO GROUP, INC. 3171 W. OLYMPIC BLVD. #553, , LOS ANGELES, CA, 90006	(213) 382-7310	
13133801	VALLEY LIGHT INDUSTRIES INC 5358 IRWINDALE AVE, UNIT B, BALDWIN PARK, CA, 91706	(626) 337-6200	

Attachment 4

15295401	VALLEY MAINTENANCE CORP 680 WILSHIRE PL STE 406, , LOS ANGELES, CA, 90005	(213) 500-7213	
12546201	VER-O-ROSES MAINTENANCE, INC. DBA - AVOR, 2429 AGOSTINO DR., ROWLAND HEIGHTS, CA, 84318-4318	(626) 839-6717	
14962801	VINCE WOOD PO BOX 90693, , CITY OF INDUSTRY, CA, 91715	(562) 331-0301	
13077101	WALTER A SORIANO 1940 1/2 35TH STREET, , LOS ANGELES, CA, 90018	(213) 479-1145	
11448701	WEBCO SWEEPING LLC 60 W. MAIN AVE., STE. 22, , MORGAN HILL, CA, 74571-4571	(408) 778-5411	
11448702	WEBCO SWEEPING LLC LONG BEACH OFFICE, 2401 E. SEPULVEDA BLVD, LONG BEACH, CA, 90810	(562) 490-7082	
50694401	WEST COAST BUSINESS PRODUCTS 9749 INDEPENDENCE AVE., , CHATSWORTH, CA, 14318-4318	(818) 341-2800 Ext:112	
14811801	WEST COAST MAINTENANCE 16312 S. MAIN STREET, , GARDENA, CA, 90248	(310) 324-2511	
15517901	WILLIE R & DORIS J REED R INDUSTRIAL & HLTHCARE SUPPL 18810 MOREHOUSE DR., , CARSON, CA, 90746	(213) 610-5442	
10586401	WINGS OF REFUGE, INC. 5777 W. CENTURY BLVD., STE. 910, , LOS ANGELES, CA, 55692-5692	(310) 670-6767	
14253201	WM MILES BUILDING MAINTENANCE 31735 RIVERSIDE DR., PMB 283, , RIVERSIDE, CA, 92530	(951) 205-0817	
5696501	WOODS MAINTENANCE SERVICES INC 4104	(818) 503-8240 Ext:105	View
5696502	WOODS MAINTENANCE SERVICES INC 54104-4104	(818) 764-2515	
10097901	WORLD SERVICE WEST LA INFLIGHTSERVICE CO., LLC 13620 GRAMERCY PL., , GARDENA, CA, 92453-2453	(310) 641-2396 Ext:30	
15007401	WSA SERVICES 10311 LA CIENEGA BOULEVARD, , LOS ANGELES, CA, 90045	(310) 743-3000 Ext:226	
11933501	WWC WINDOW CLEANING 180 GLENDALE BLVD., , LOS ANGELES, CA, 65826-5826	(213) 977-9620 Ext:15	
13249501	XPRESS CLEANING CO, INC. 4537 FOUNTAIN AVE, # 110, LOS ANGELES, CA, 91947-1947	(323) 664-0720	
12564401	ZION INDUSTRIES, INC. 39 EAST HANOVER AVENUE, SUITE C2, MORRIS PLAINS, NJ, 07950	(973) 727-6213	

**CUSTODIAL SERVICES
FIRM/ORGANIZATION INFORMATION AS PROVIDED BY CONTRACTOR**

FIRM INFORMATION		Pride Industries
Cultural/Ethnic Composition		N/A
OWNERS/PARTNERS	Black/African American	
	Hispanic/Latin American	
	Asian American	
	American Indian/Alaskan	
	All others	
	Women (included above)	
		Number
MANAGER	Black/African American	30
	Hispanic/Latin American	71
	Asian American	11
	American Indian/Alaskan	0
	All others	174
	Women (included above)	88
STAFF	Black/African American	388
	Hispanic/Latin American	665
	Asian American	200
	American Indian/Alaskan	20
	All others	1037
	Women (included above)	789
TOTAL # OF EMPLOYEES		2596
BUSINESS STRUCTURE		Corporation - Non-Profit
COUNTY CERTIFICATION		NO
CBE		NO
LSBE		NO
CERTIFYING AGENCY		N/A