



Health Services
LOS ANGELES COUNTY

Los Angeles County
Board of Supervisors

March 2, 2006

Gloria Molina
First District

Yvonne B. Burke
Second District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

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:

**AMENDMENT NO. 1 TO PEDUS SERVICE
HOUSEKEEPING SERVICES AGREEMENT
(2nd District) (3 Votes)**

Bruce A. Chernof, MD
Acting Director and Chief Medical Officer

John R. Cochran III
Chief Deputy Director

William Loos, MD
Acting Senior Medical Officer

IT IS RECOMMENDED THAT YOUR BOARD:

Approve and instruct the Mayor to sign the attached Amendment No. 1 to Agreement No. 75055 (Exhibit I) with Pedus Service, to add housekeeping services at the Lomita Family Health Center and increase housekeeping services for Harbor-UCLA Medical Center's Urgent Care Clinic and increase parking lot sweeping services, effective date of Board approval through August 31, 2009. The cost for these additional services is \$478,954.38, which includes \$60,499.50 for the optional six month extension, and increases the maximum obligation from \$26,232,552.72 to \$26,711,507.10.

313 N. Figueroa Street, Suite 912
Los Angeles, CA 90012

Tel: (213) 240-8101
Fax: (213) 481-0503

www.ladhs.org

PURPOSE/JUSTIFICATION OF THE RECOMMENDED ACTION:

Board approval of Amendment No. 1 with Pedus Service (Pedus) will provide housekeeping services at the Lomita Family Health Center (Lomita), which were previously provided under a lease agreement, increase housekeeping services at Harbor-UCLA Medical Center's (Harbor-UCLA) Urgent Care Clinic to accommodate expanded clinic hours and increase parking lot sweeping services from two to six days per week to reduce litter.

FISCAL IMPACT/FINANCING:

The additional cost of this Amendment is \$478,954.38 and increases the maximum obligation from \$26,232,552.72 to \$26,711,507.10. Of the \$478,954.38 increase, \$290,757.48 (including a 5% monthly unsheduled work fund) is for the addition of Lomita for the period effective date of Board approval through August 31, 2009, and

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funding for a month-to-month extension not to exceed six months through February 28, 2010, including a 5% monthly unscheduled work fund (\$36,727.26). The remaining \$188,196.90 is for increased housekeeping services at Harbor-UCLA. For the period effective on the date of Board approval through August 31, 2009, the cost is \$164,424.66 and for the month-to-month extension, the cost is \$23,772.24.

Funding is included in the Fiscal Year 2005-06 Final Budget and will be requested in future fiscal years as necessary.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On August 10, 2004, the Board approved four five-year Agreements with Pedus, one of which was for the provision of housekeeping services at Harbor-UCLA and Long Beach Comprehensive Health Center. The Agreements include delegated authority to extend the Agreements on a month-to-month basis not to exceed six months and the provision of a 5% monthly fund set aside for unscheduled work for emergency or expanded services.

The Department of Health Services (DHS or Department) is recommending an Amendment to the Agreement to add housekeeping services for Lomita. In March 2001, Lomita (formerly known as Harbor-UCLA's family health clinic) was relocated from 1001 West Carson Street, across the street from Harbor-UCLA, to 1403 Lomita Boulevard, 3 miles away from Harbor-UCLA. Housekeeping services for Lomita have been covered under a lease agreement which expires on March 14, 2006.

The Department has determined that it would be more cost effective to contract with Pedus to provide housekeeping services at Lomita than to use County staff.

The CAO Real Estate Division, County Counsel, and DHS Facilities Management concur with the Department's request to add Lomita to Agreement No. 75055.

The Department is also requesting an increase for Harbor-UCLA's housekeeping services at its Urgent Care Clinic because of expanded clinic hours (closing time extended to 11 p.m. instead of 6 p.m.). Increasing the parking lot sweeping services from two to six times per week is necessary to reduce the amount of litter.

Harbor-UCLA staff provide contract oversight and monitoring for this Agreement.

County Counsel has reviewed and approved the Amendment (Exhibit I) as to form.

Attachment A provides additional information.

The Honorable Board of Supervisors
March 2, 2006
Page 3

CONTRACTING PROCESS:

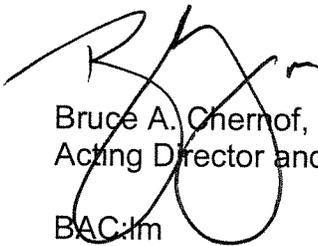
On October 22, 2003, the Department released a Housekeeping Services Request for Proposals for 19 DHS facilities. On August 10, 2004, the Board approved four Agreements with Pedus to provide housekeeping services for 19 DHS facilities.

IMPACT ON CURRENT SERVICES:

The Board's approval of the recommended action will add housekeeping services for Lomita and provide increased housekeeping services at Harbor-UCLA.

When approved, this Department requires three signed copies of the Board's action.

Respectfully submitted,



Bruce A. Chernof, M.D.
Acting Director and Chief Medical Officer

BAC:lm
HskpgAmendNo1to75055

Attachments (2)

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

SUMMARY OF AMENDMENT1. TYPE OF SERVICE:

Housekeeping services for the Lomita Family Health Center and increased housekeeping services at Harbor-UCLA for the Urgent Care Clinic and parking lots.

2. AGENCY NAME/ADDRESS/CONTACT PERSON:

Pedus Service
 601 Potrero Grande Drive, Suite 300
 Monterey Park, CA 91755
 Contact: Enio Martinez, Vice President of Operations
 Phone: (323) 837-0222
 Fax: (323) 837-0241
enio.martinez@pedus.com

3. TERM:

Date of Board approval through August 31, 2009. The Agreements include delegated authority to the Director to extend the Agreements beyond August 31, 2009 on a month-to-month basis not to exceed six months.

4. FINANCIAL INFORMATION:

The additional cost of this Amendment is \$478,954.38 and increases the maximum obligation from \$26,232,552.72 to \$26,711,507.10. Of the \$478,954.38 increase, \$290,757.48 (including a 5% monthly unscheduled work fund) is for the addition of Lomita for the period effective date of Board approval through August 31, 2009, and funding for a month-to-month extension not to exceed six months through February 28, 2010, including a 5% monthly unscheduled work fund (\$36,727.26). The remaining \$188,196.90 is for increased housekeeping services at Harbor-UCLA. For the period effective date of Board approval through August 31, 2009, the cost is \$164,424.66 and for the month-to-month extension, the cost is \$23,772.24.

Funding is included in the Fiscal Year 2005-06 Final Budget and will be requested in future fiscal years as necessary.

5. ACCOUNTABLE FOR CONTRACT MONITORING:

Harbor-UCLA Medical Center Administration.

6. APPROVALS

Harbor-UCLA Medical Center: Tecla Mickoseff, CEO

Contracts and Grants Division: Cara O'Neill, Chief

County Counsel: Elizabeth J. Friedman

HOUSEKEEPING SERVICES AGREEMENT

Amendment No. 1

THIS AMENDMENT is made and entered into this _____ day
of _____, 2006,

by and between COUNTY OF LOS ANGELES (hereafter
"County"),

and PEDUS SERVICE, (hereafter
"Contractor")

WHEREAS, reference is made to that certain document
entitled "HOUSEKEEPING SERVICES AGREEMENT", dated August 10,
2004, further identified as Agreement No. 75055 (hereafter
"Agreement"); and

WHEREAS, it is the intent of the parties hereto to amend
Agreement to provide for the changes set forth herein; and

WHEREAS, Agreement provides that further changes to its
terms may be made in the form of a written Amendment which is
formally approved and executed by the parties.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. This Amendment shall be effective upon approval by the
Board of Supervisors.

2. EXHIBIT A-3 shall be added to the Agreement as
attached hereto and incorporated by reference.

3. EXHIBIT B-1b and EXHIBIT B-3 shall be added to the
Agreement as attached hereto and incorporated herein by
reference. EXHIBIT B-1a shall be replaced by EXHIBIT B-1b.

4. EXHIBIT F-3 and G-3 shall be added to the Agreement as

attached hereto and incorporated herein by reference.

5. Paragraph 1.0, APPLICABLE DOCUMENTS, of the body of the Agreement is amended to read as follows:

"1.0 APPLICABLE DOCUMENTS

Exhibits A, B, C, D, E, F G, H, I, J, K, L, M, N and O 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 EXHIBITS A- Statements of Work
- 1.2 EXHIBITS B- Invoicing and Payment and Pricing Schedules
- 1.3 EXHIBITS C- Contractor's Proposed Schedules
- 1.4 EXHIBIT D - Performance Requirements Summary
- 1.5 EXHIBIT E - Contractor's EEO Certification
- 1.6 EXHIBITS F- County's Administration
- 1.7 EXHIBITS G - Contractor's Administration
- 1.8 EXHIBIT H - Forms Required at the Time of Contract Execution
- 1.9 EXHIBIT I - Jury Service Ordinance
- 1.10 EXHIBIT J - Safely Surrendered Baby Law

Unique Exhibits:

Prop A - Living Wage Program

- 1.11 EXHIBIT K - Living Wage Ordinance

1.12 EXHIBIT L - Monthly Certification for Applicable
Health Benefit Payments

1.13 EXHIBIT M - Payroll Statement of Compliance
Health Insurance Portability & Accountability Act
(HIPAA) Agreement

1.14 EXHIBIT N - Contractor's Obligation Under HIPAA

1.15 EXHIBIT O - Charitable Contributions Certification

This Contract and the Exhibits hereto constitute the complete and exclusive statement of understanding between the parties, and supersedes all previous Contracts, written and oral, and all communications between the parties relating to the subject matter of this Contract. No change to this Contract shall be valid unless prepared pursuant to Sub-paragraph 8.4 - Change Notices and Amendments and signed by both parties."

6. Subparagraph 5.1, of Paragraph 5.0, CONTRACT SUM, of the body of the Agreement is amended by changing the amount of the Contract Sum from "\$22,712,166.60" to "\$23,191,120.98".

7. Subparagraph 5.7, Unscheduled Work Fund, of Paragraph 5.0, CONTRACT SUM, of the body of the Agreement is amended by changing the amount of the Monthly Unscheduled Work Fund of five percent (5%) from "\$18,926.81" to "19,218.30". The phrase "of five percent" shall be revised to read "of up to 5% of the original Contract amount at time of Board approval,".

8. Subparagraph 8.13, CONTRACTOR RESPONSIBILITY AND DEBARMENT, of Paragraph 8.0, STANDARD TERMS AND CONDITIONS, of the body of the Agreement is revised to read as follows:

"8.13 CONTRACTOR RESPONSIBILITY AND DEBARMENT

8.13.1 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.

8.13.2 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.

8.13.3 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.

8.13.4 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.

8.13.5 Subcontractors of Contractor
These terms shall also apply to
Subcontractors of County Contractors."

9. Subparagraph 9.7, CONTRACTOR'S CHARITABLE ACTIVITIES COMPLIANCE, of Paragraph 9.0, UNIQUE TERMS AND CONDITIONS, of the body of the Agreement shall be added to read as follows:

"9.7 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 O, 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)"

10. In Exhibit A-1, STATEMENT OF WORK (SOW) HARBOR-UCLA MEDICAL CENTER, under the heading, Hours of Operation for special clinics: Urgent Care, is amended to read as follows:

"Urgent Care 7:00 a.m. to 11:00 p.m."

11. In Exhibit A-1, STATEMENT OF WORK (SOW) HARBOR-UCLA MEDICAL CENTER, Page 20, Task 1, Clean parking lots, the Frequency is amended to read as follows:

"Six times a week, Sunday through Friday, and as needed between 5:00 p.m. to 10:00 p.m. except legal holidays when the services shall be provided before or after such holidays."

12. Except for the changes set forth hereinabove, Agreement shall not be changed in any respect by this Amendment.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its

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Mayor of said Board and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____
Mayor, Board of Supervisors

PEDUS SERVICE
Contractor

By Martinez
Signature

Enio Martinez
Printed Name

Title VP of Operations
(AFFIX CORPORATE SEAL)

APPROVED AS TO FORM BY THE
OFFICE OF THE COUNTY COUNSEL

By: [Signature]
Deputy

APPROVED AS TO CONTRACT
ADMINISTRATION:

Department of Health Services

By _____
Cara O'Neill, Chief
Contracts and Grants Division

Contract 75055 Amend No 1:LM
03/01/06

STATEMENT OF WORK

LOMITA FAMILY HEALTH CENTER

**STATEMENT OF WORK
FOR
LOMITA FAMILY HEALTH CENTER**

**ALL DATA ARE ESTIMATES THAT ARE SUBJECT TO CHANGE AND NOT
GUARANTEED TO BE ACCURATE.**

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**STATEMENT OF WORK (SOW)
LOMITA FAMILY HEALTH CENTER**

I. Introduction

Maintain the Lomita Family Health Center, located at 1403 Lomita Boulevard, Harbor City, CA 90710 in a safe, clean, orderly attractive manner that meets all regulatory, licensing, and industry standards. Contractor shall schedule hours of work during and after hours of operation for housekeeping services at Lomita Health Center.

II. Hours of Work

Contractor must provide two Housekeepers, one a.m. employee eight (8) hours per day, five days per week (Monday through Friday) from 10:00 a.m. to 6:30 p.m. and one p.m. employee eight (8) hours per day, five days per week (Tuesday through Friday) 2:00 p.m. to 10:30 p.m., and Saturday from 9:00 a.m. to 5:30 p.m.

Clinic hours are from 7:30 a.m. to 5:00 p.m. Monday through Friday and Saturday from 9:00 am. to 2:00 p.m. The clinic is closed Sundays. Clinic hours are subject to change.

III. Specific Tasks and Frequency

Contractor shall provide housekeeping services at the specific frequencies as identified for areas in the statement of work.

FLOOR MAINTENANCE:

Contractor shall provide floor maintenance for all areas assigned to the LFHC as follows:

	TASK	FREQUENCY
1	Sweep floors. Sweep all non-carpeted areas using a dust control tool daily, including corners, baseboards and inaccessible areas such as behind beds. Keep baseboards free of dust, splash marks and old seal.	Daily and as needed.
2	Check and sweep all heavy traffic areas.	Daily and as needed.
3	Wet mop all non-carpeted floors (All floors must be swept before mopping.)	Daily and as needed.
4	Clean and mop spills, blood, feces, sputum and glass.	STAT and daily and as needed.
5	Vacuum carpets in floor areas, hallways and waiting rooms.	Daily and as needed.
6	Buff floors. Mop before buffing. Spray buff all patient care rooms (including waiting rooms, lobbies, nursing stations, exam rooms and patient rooms).	Three (3) times per week.
7	Apply floor finish.	Monthly and as needed.
8	Mop, scrub or strip and refinish floors. Maintained in a clean state, free of build-up of dirt and black markings, and with a gloss acceptable to the Administrator.	Monthly and as needed.
9	Maintain flooring as prescribed by manufacturer and per Title 22.	Daily and as needed.
10	Spot shampoo carpets. Check and remove spots and stains from carpeted areas.	As needed.
11	Shampoo heavy use carpets.	Monthly and as needed.
12	Shampoo carpets.	Bi-annually and as needed.

FINISHING WORK (for all levels of intensity – Level 1, Level 2, and Level 3):

	TASK	FREQUENCY
1	Clean patient restrooms and sinks and replenish supplies. Clean and disinfect seat, seat covers (both sides, towel and paper fittings). Scrub shower floors and wipe clean	Daily and as needed.

	TASK	FREQUENCY
	shower walls and curtains. Clean inside and outside of basin, drain covers and vent openings, bath and restrooms.	
2	Clean public restrooms and replenish supplies.	Daily and as needed.
3	Clean employee restrooms, and replenish supplies (i.e. soap, towels, toilet paper, and seat covers, etc.).	Daily and as needed.
4	Damp dust countertops and hopper areas in all areas.	Daily and as needed.
5	Dispose of soiled linen.	Daily and as needed.
6	Clean and polish drinking fountains.	Daily and as needed.
7	Check and remove finger marks and smears and clean low level interior glass partitions, glass doors panels, and windows.	Daily and as needed.
8	Dust electrical equipment (only if not connected to patients).	Daily and as needed.
9	Damp dust countertops of all workrooms and hopper areas, e.g., utility rooms.	Daily and as needed.
10	Damp dust all furnishings and fittings to include but not be limited to: <ul style="list-style-type: none"> - beds, head, foot and side rails; - stretchers (occupied and unoccupied); - tables, bedside and over bed; - chairs; - footstools; - linen hampers; - carts; - wheelchairs; - exam tables; - television sets; - telephone; - lockers and cabinets external surfaces; - vents; - window sills and ledges; - bedside lamps; - fire extinguishers; - countertops; - pipes; - furniture fittings and equipment; 	Daily and as needed.

	TASK	FREQUENCY
	- miscellaneous; - wheels of items, remove dirt and debris.	
11	Vacuum upholstered furnishings.	Daily and as needed.
12	Damp wipe and clean stainless steel and other metal, to include but not limited to; metal kick plates, railings, wall corner coverings, door handles, door frames and foot plates, portable chart racks, I.V. stands, and wheelchairs.	Daily and as needed.
13	Thoroughly wash surfaces of refrigerators, stoves, ovens, ice machines, and all kitchen equipment.	Daily and as needed.
14	Spot clean finger marks, smears and graffiti from vertical surfaces (walls, doors).	Daily and as needed.
15	Wash vertical surfaces (walls, doors, doorjamb).	Daily and as needed.
16	Wash vertical surfaces of all areas.	Daily and as needed.
17	Damp dust all high level items, to include but not limited to; unoccupied closets, lights, ceiling light fixtures, direction and exit signs, air duct grills, fans.	Daily and as needed.
18	Wash ceilings vents.	Daily and as needed.
19	Clean all interior glass partition, glass door panels and windows.	Daily and as needed.
20	Vacuum upholstered furnishing.	Daily and as needed.
21	Damp dust and/or vacuum mini blinds and window shades.	Daily and as needed.
22	Change cubicle curtains/drapes.	Check daily, quarterly and change as needed when visibly soiled or as directed by Infection Control.

MEDICAL WASTE

	TASK	FREQUENCY
1	Clean up hazardous and biohazardous waste spills, per established hospital procedure to include, but not limited to, mercury and anti-neoplastic drug spills.	Within five (5) minutes of notification of spill.
2	Bio-hazardous and infectious waste pick up.	Once per shift daily and as needed.
3	Dispose of all waste, including	Once per shift daily and as needed.

	<p>pharmaceutical waste, chemotherapy, mercury and anti-neoplastic. Red bag and transport Bio-Hazardous Waste.</p> <p>Transport normal waste by leak-proof carts. Bio-hazardous waste is red bagged and transported to the designated trash holding area.</p> <p>Replace cart liners as needed.</p>	
4	Pick up chemotherapy waste and remove to holding area.	As needed.
5	<p>Remove and replace sharps containers when $\frac{3}{4}$ full.</p> <p>Sterilize and dispose of used sharps containers in the same manner as bio-hazardous waste.</p>	At least once per shift daily and as needed.

TRASH/SOLID WASTE:

	TASK	FREQUENCY
1	Normal waste collection.	Daily and as needed.
2	Steam clean trash containers.	Monthly and as needed. Weekly in kitchen.

LEVEL 1 SPECIAL CLEANING FOR PATIENT CARE AREAS:

Contractor shall provide the following additional or special housekeeping services for Level 1 Facility Areas.:

	TASK	FREQUENCY
1	Utility Rooms- All floors must be swept prior to each mopping.	Daily and as needed on each shift.

LEVEL 1 ISOLATION ROOMS:

Contractor shall provide the following additional or special housekeeping services for Isolation Rooms including decontaminating equipment and disposing of solution after each cleaning of an isolation room as required by Hospital Infection Control Policy. Contractor shall follow isolation procedures for all housekeeping services cleaning activities as approved by the Infection Control Committee and written in the Infection Control Manual.

	TASK	FREQUENCY
1	Remove all trash.	Daily and as needed.
2	Clean door surfaces. Wash entire door surface.	Daily and as needed.
3	Check all walls and vents and clean.	Daily and as needed.
4	Check cubicle curtains. Replace with clean curtains as needed and after isolation is discontinued.	Check daily and change as needed.
5	Examine window drapes and replace if soiled.	Replace if soiled.
6	Clean mini-blinds.	Weekly and as needed.
7	Empty water and use new mop.	For each room and as needed.
8	Wash light fixtures.	Annually.
9	Report any hazardous conditions and items in need of repair to Hospital Administration.	As needed.

IV. CONSUMABLE SUPPLIES:

1. The Contractor will supply all their own cleaning supplies and the hospital will provide the soap, paper products, red bags, walk off mats and other non-cleaning supplies.
2. Contractor is not responsible for areas not assigned to Lomita Health Center, or window washing, parking lot cleaning, or pest control.

V. FLOOR PLAN:

Attached is the floor plan for the Lomita Family Health Center.

SOW-Lomita
LM:03/01/06

REF. (N/A)

1/2" AFF. (N/A)

1/4" AFF. (N/A)

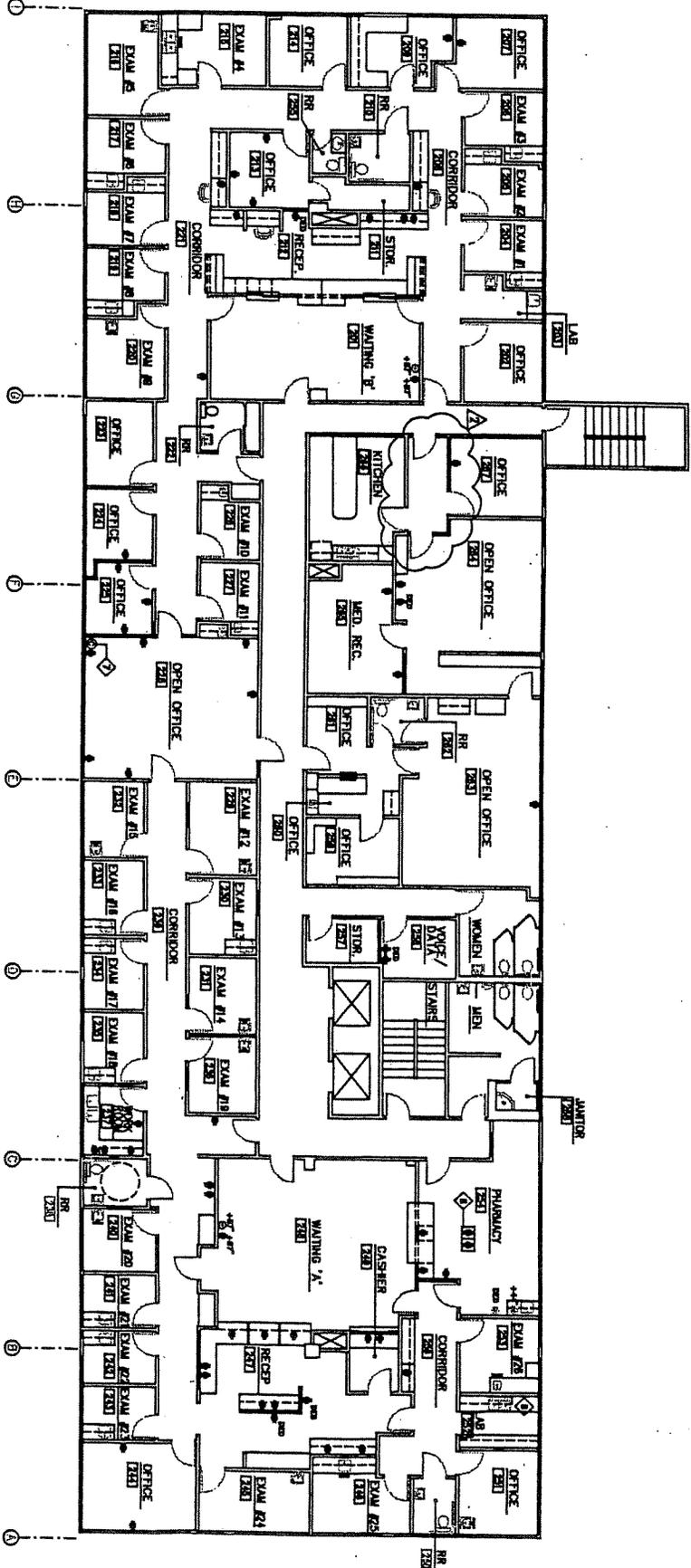
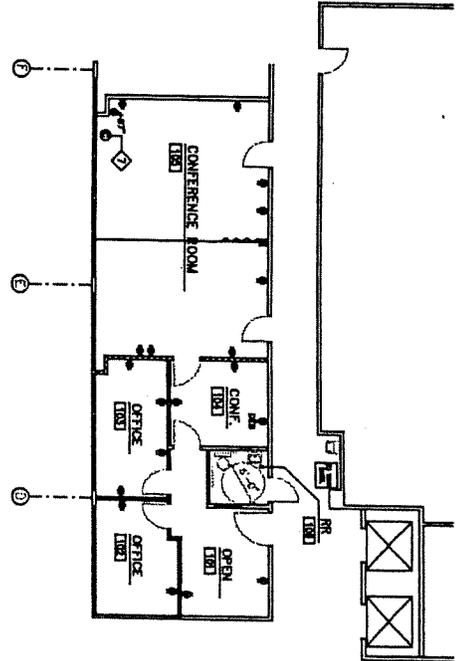
1" AFF. (N/A)

1/2" AFF. (N/A)

1" AFF. (N/A)

UTILITY NOTES

- 1. EXISTING UTILITY SERVICES WHICH CONFLICT WITH NEW OFFICE SHOWN ON THIS PLAN, WHETHER FEASIBLE.
- 2. PROVIDE 3/4" CONDUCIT WITH NYLON PULL-STRIPS FROM ALL WELDPACK & DATA CONDUIT BOXES TO 5" JACOBI TRAP CLEAN.
- 3. PROVIDE HOT & COLD WATER SERVICE TO ALL SINKS & LAVatories. LATEST NOTED OTHERWISE.
- 4. PROVIDE POWER AND PLUMBING REQUIREMENTS FOR THE STERILE WASHBENCH FROM THE LABORATORY RECOMMENDATIONS. SEE SANITARY EXTRA 11/1-4.
- 5. PROVIDE A COPY CONDUIT FROM OPEN OFFICE 2228 THIRD FLOOR TO BIC CONDUIT FROM THIS FLOOR ON THE THIRD FLOOR.
- 6. PROVIDE NECESSARY CEILING MOUNTED UTILITY CULTURES AS INDICATED.



COUNTY'S ADMINISTRATION – LOMITA FAMILY HEALTH CENTER

CONTRACT NO. 75055

COUNTY PROJECT DIRECTOR:

Name: Tecla A. Mickoseff
Title: Chief Executive Officer
Address: 1000 W. Carson St.
Torrance, CA 90509
Telephone: (310) 222-2181
Facsimile: (310) 328-9624
E-Mail Address: tmickoseff@ladhs.org

COUNTY PROJECT MANAGER:

Name: Calvin Kwan
Title: Asst. Hosp. Admin.
Address: 1000 W. Carson St.
Torrance, CA 90509
Telephone: (310) 222-2155
Facsimile: (310) 328-9624
E-Mail Address: ckwan@ladhs.org

COUNTY CONTRACT PROJECT MONITOR:

Name: Charles Daron
Title: Contract Monitor
Address: 1000 W. Carson St.
Torrance, CA 90509
Telephone: (310) 222-2109
Facsimile: (310) 328-9624
E-Mail Address: none

**CONTRACTOR'S ADMINISTRATION – LOMITA FAMILY HEALTH
CENTER**

PEDUS SERVICE
CONTRACTOR'S NAME

CONTRACT NO: 75055

EXECUTIVE OPERATIONS MANAGER:

Name: Enio Martinez
Title: Vice President of Operations
Address: 601 Potrero Grande Dr., Suite 300
Monterey Park, CA 91755
Telephone: (323) 837-0222
Facsimile: (323) 837-0241
E-Mail Address: enio.martinez@pedus.com

CONTRACT RESIDENT MANAGER:

Name: Juan Vazquez
Title: Operations Manager
Address: 601 Potrero Grande Dr., Suite 300
Monterey Park, CA 91755
Telephone: (323) 837-0221
Facsimile: (323) 837-0241
E-Mail Address: juan.vazquez@pedus.com

Notices to Contractor shall be sent to the following:

Name: Enio Martinez
Title: Vice President of Operations
Address: 601 Potrero Grande Dr., Suite 300
Monterey Park, CA 91755
Telephone: (323) 837-0222
Facsimile: (323) 837-0241
E-Mail Address: enio.martinez@pedus.com

CHARITABLE CONTRIBUTIONS CERTIFICATION

Pedus Service Inc.

Company Name

601 Potrero Grande Dr. Suite 300 Monterey Park Ca 91755

Address

95-3313187

Internal Revenue Service Employer Identification Number

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

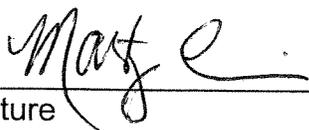
The Nonprofit Integrity Act (SB 1262, Chapter 919) added requirements to California's Supervision of Trustees and Fundraisers for Charitable Purposes Act which regulates those receiving and raising charitable contributions.

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

3/1/2006

Date

Enio Martinez VP of Operations

Name and Title of Signer (please print)