

THIS AGREEMENT, made and entered into this 5 day of Aug, 2011, is by and between the City of Fort Lauderdale, a Florida municipality, ("City"), whose address is 100 North Andrews Avenue, Fort Lauderdale, FL 33301-1016, and Frank's Cleaning Service, Inc., a Florida corporation ("Contractor" or "Company"), whose address and phone are 3346 Northwest 22 Street, Lauderdale Lakes, FL 33311, Phone 954-319-4845, Email: scott0224@bellsouth.net

WHEREAS, the City issued Invitation to Bid Number 612-10835 ("ITB"), and the Contractor submitted a bid in response to the ITB; and

WHEREAS, the Procurement Services Director of the City of Fort Lauderdale, as designee of the City Manager, approved an agreement with Contractor for the goods or services described in the ITB pursuant to Section 2-182 of the Code of Ordinances of the City of Fort Lauderdale, Florida;

NOW, THEREFORE, for and in consideration of the mutual promises and covenants set forth herein and other good and valuable consideration, the City and the Contractor covenant and agree as follows:

1. The Contractor agrees to provide to the City general cleaning of the CRA Offices in accordance with and in strict compliance with the specifications, terms, conditions, and requirements set forth in the ITB and any and all addenda thereto beginning Aug. 5, 2011 and ending Aug. 4, 2012.

2. This contract form G-110 Rev. 01/10, the ITB, any and all addenda to the ITB, and the Contractor's proposal in response to the ITB are integral parts of this Contract, and are incorporated herein.

3. In the event of conflict between or among the contract documents, the order of priority shall be as follows:

First, this contract form, G-110 Rev. 01/10;

Second, any and all addenda to the City's ITB in reverse chronological order;

Third, the ITB;

Fourth, the Contractor's response to any addendum requiring a response;

Fifth, the Contractor's response to the ITB.

4. The Company warrants that the goods and services supplied to the City pursuant to this Contract shall at all times fully conform to the specifications set forth in the ITB and be of the highest quality. In the event the City, in the City's sole discretion, determines that any product or service supplied pursuant to this Contract is defective or does not conform to the specifications set forth in the ITB the City reserves the right unilaterally to cancel an order or cancel this Contract upon written notice to the Contractor, and reduce commensurately any amount of money due the Contractor.

5. The Contractor shall not present any invoice to the City that includes sales tax (85-8012514506C-7) or federal excise tax (59-6000319).

6. Contractor shall direct all invoices in duplicate for payment to Finance Department, City of Fort Lauderdale, 100 N. Andrews Avenue, 6th Floor, Fort Lauderdale, FL 33301. Any applicable discount MUST appear on the invoice.

7. Additional Special Conditions: Per quotation submitted by vendor on April 20, 2011, includes all other services listed

IN WITNESS WHEREOF, the City and the Contractor execute this Contract as follows:

CITY OF FORT LAUDERDALE
By: [Signature]
Director of Procurement Services

ATTEST
By: [Signature]
Print Name: SANDRA A. DOUGLAIN

CONTRACTOR
By: [Signature]
Print Name: FRANK J. SCOTT
Title: President
(If not president of corporation please attach proof of authorization to sign)

(CORPORATE SEAL)

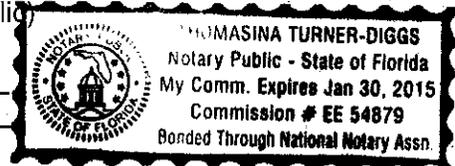
STATE OF Florida
COUNTY OF Broward
The foregoing instrument was acknowledged before me this 4th day of August, 2011, by Frank Scott as (title): President for Frank's Cleaning Service, Inc., a Florida corporation.

(SEAL)

[Signature]
Notary Public, State of Florida
(Signature of Notary Public)

(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known OR Produced Identification _____
Type of Identification Produced _____



**CLEANING SERVICES
FOR NW CRA OFFICES**

**CONTRACT
COPY**

SCOPE OF WORK

The NW Community Redevelopment Agency building is approximately 2000 square feet on the 1st floor and 4000 square feet on the 2nd floor. The Cleaning/Maintenance required is listed below:

General Cleaning

- Clean floors daily – 5 days per week (1st and 2nd floor)
- Clean restrooms daily (1 on the 1st floor; 2 on the 2nd floor)
- Clean kitchen (2nd floor)
- Vacuum carpets daily (2nd floor)
- Mop floors (1st and 2nd floor)
- Light cleaning of windows and windowsills (1st and 2nd floor)
- Empty trash (1st and 2nd floor)
- Consolidate contents of all recycle bins into large recycle bin (2nd floor)

OTHER SERVICES

The Community Redevelopment Agency (CRA) does not have a maintenance clause in the Lease Contract. Therefore, the cleaning company will be expected to assist in the areas listed below:

- Assist with retrieving, moving and storage of office file boxes, etc.
- Buff and shine stained concrete floors (quarterly)
- Change overhead fluorescent light bulbs (as needed on 1st & 2nd floor)
- Minor painting and touchups (as needed on 1st & 2nd floor)
- Assist with set-up, break-down, and cleanup for CRA special events
- Steam clean carpets (quarterly)
- Deep clean inside and outside windows (quarterly - 1st & 2nd floor)
- Clean air conditioning vents (quarterly)
- Assist with putting up and taking down decorations (seasonal)

CONTRACT PERIOD

The initial contract term shall commence upon final execution of the contract by the City and shall expire one year from that date. The NW CRA reserves the right to extend the contract for four (4) additional one (1) year terms providing all terms conditions and specifications remain the same, both parties agree to the extension, and such extension is approved by the City.

In the event services are scheduled to end because of the expiration of this contract, the Contractor shall continue the service upon the request of the NW CRA Director. The extension period shall not extend for more than ninety (90) days beyond the expiration date of the existing contract. The Contractor shall be compensated for the service at the rate in effect when this extension clause is invoked by the NW CRA Director.

Invoice

Frank's Cleaning Service

3346 NW 22nd St
 Ft. Lauderdale, FL 33311
 Scott 0224@bellsouth.net

DATE: _____
 INVOICE # _____
 Customer ID: **CRA**

CRA
 914 NW 6th STREET
 FT. LAUDERDALE, FL 33311
 954-828-4514

| DESCRIPTION | AMOUNT | |
|--|-----------------|----------|
| Estimate of Charges: Additional Cleaning and Maintenance Work O N A | | |
| Monthly, QUARTERLY, SEMI-Annual BASIS. | | |
| 1. Floor Maintenance - Buff and Shine Stained Concrete Floors Monthly | \$ 400.00 | /quarter |
| 2. Carpet Cleaning - Vacuum Daily and STEAM CLEAN Monthly | \$ 150.00 | /month |
| 3. Minor Repair (Painting / touch-up - First and Second Baseboards | \$ 250.00 | ea |
| 4. Window Cleaning inside and outside = QUARTERLY BASIS | | |
| First Floor inside and outside = 10x 20 = | \$ 200.00 | /lot |
| Second floor inside and outside = 10x 58 = | \$ 580.00 | /lot |
| 5. Air Condition Duct - Cleaning QUARTERLY = | \$ 375.00 | /quarter |
| 6. Fluorescent light CLEAN - REMOVE + REPLACE Bulbs = | \$ 75.00 | /lot |
| 7. CHAIRS office conference - CLEAN dust free 32 CHAIRS | \$ 75.00 | /lot |
| 8. SPECIAL EVENTS - Assist with set-up Breakdown AND Clean-up | \$ 300.00 | /lot |
| OTHER COMMENTS | | |
| 9. SPECIAL SEASONAL XMAS Decorations - Assist with putting up and taking down | \$ 300.00 | /lot |
| 10. Maintenance work Additional Assist with office organizing through heavy lifting/moving furniture & rooms | | /lot |
| | SUBTOTAL | |
| | Other | |
| | TOTAL | |

If you have any questions about this invoice, please contact us at (954) 319-4845

Thank You For Your Business!

From: Patrice Wilson (PWilson@fortlauderdale.gov)
To: scott0224@bellsouth.net;
Date: Wed, April 20, 2011 1:57:55 PM
Cc: ThomasinaT@fortlauderdale.gov;
Subject: Request for Price Quote for Cleaning Services for NW CRA Offices

Hello Mr. Scott: Please provide us with a written price quote for the services outlined in the attached document no later than 5 p.m. on Friday, May 6th.

PATRICE E. WILSON, C.R.A. ADMINISTRATIVE ASSISTANT
COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT
914 N.W. 6TH STREET - SUITE 200
FORT LAUDERDALE, FL 33311
TEL. (954) 828-4531 FAX. (954) 828-4500
E-Mail: pwilson@fortlauderdale.gov

NOTE = ~~SEE~~ THE PRICE QUOTE FOR THE SECOND FLOOR 4,000 SQ = \$690. PER MONTH.
THE PRICE QUOTE FOR THE FIRST FLOOR 2,000 SQ @ 310.00 PER MONTH
PS. FIRST FLOOR PRICE QUOTE IS ALSO OPEN. \$1,000 / month

Thank You;
Frank Scott

Frank
Scott
Frank's Cleaning
Service