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July 29, 2019

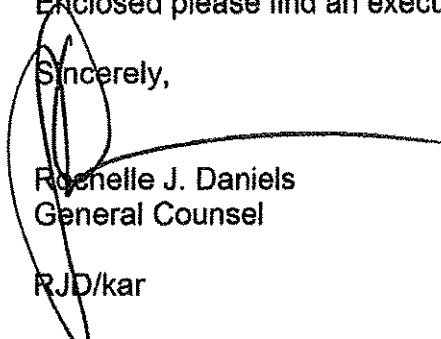
Mr. Mark Cedar
AK Building Services
915 Middle River Drive, #317
Fort Lauderdale, FL 33305

Re: Janitorial Services Agreement between AK Building Services & CSBD

Dear Mr. Cedar:

Enclosed please find an executed copy of the above-captioned Agreement.

Sincerely,


Rochelle J. Daniels
General Counsel

RJD/kar

Enclosure

CareerSource Broward
Administrative Office
2890 West Cypress Creek Road
Fort Lauderdale, FL 33309
P: 954.202.3830



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Janitorial Service Agreement

This agreement is made on July 31, 2019, between, **CareerSource Broward (CSBD)**, hereinafter called OWNER/OPERATOR, and AK Building Services Inc. located at 6600 Georgia Avenue #9 West Palm Beach, FL 33405, hereinafter called CONTRACTOR.

1. CONTRACTOR will perform for OWNER, in a good and workmanlike manner, and subject on the premises located at 2890 West Cypress Creed Road Fort Lauderdale, FL 33309. To carry out the provisions of this section, CONTRACTOR'S supervisory personnel will regularly inspect the premises and the work done by the CONTRACTOR'S employees and will exercise authority over all such employees.
2. CONTRACTOR will furnish all labor, equipment, materials and personnel necessary to the performance of its duties. OWNER shall provide suitable storage facilities for equipment and materials provided by the CONTRACTOR with proper locks to protect CONTRACTOR'S property, but, should such equipment or materials be lost, damaged, or destroyed, due to OWNER'S employees or agents having access to and use of CONTRACTOR'S equipment and materials, OWNER will reimburse CONTRACTOR for the replacement thereof with equipment and materials of equal value and for costs and expenses incurred to such replacement. Prior to storing any items on the property, contractor will provide an inventory list including photographs of equipment being stored.
3. CONTRACTOR representatives and their employees working shall be background-checked and cleared according to all State and Local requirements for working in facilities. CONTRACTOR shall provide OWNER with an updated list of all cleared employees via email when any personnel changes are made. CONTRACTOR shall provide and their representatives and employees shall wear at all times while on the building premises a photo identification badge with the CONTRACTOR name and employee's name and photograph, for verification purposes. All employees shall meet I-9 requirements



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Janitorial Service Agreement (Cont'd)

4. CONTRACTOR will perform its duties Monday thru Friday, except for holiday's observed by the OWNER. In any event, CONTRACTOR will perform its duties in such manner as to avoid inconvenience to the users of the premises and interference with the OWNER'S operations. CONTRACTOR observes and is not obligated to provide service on the legal United States holidays (unless instructed otherwise): New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, and Christmas Day. OWNER will provide a list of holidays when the offices will be closed.
5. CONTRACTOR will secure all permits required to perform its duties and will comply with all applicable workmen's compensation, employer's liability, and other Federal, State, County, and Municipal laws, ordinances, rules, and regulations. CONTRACTOR will also ensure and comply with all legal, safety, and insurance regulations.
6. CONTRACTOR will indemnify OWNER against all liability, demands, claims, suits, losses, damages, causes of action, fines or judgment including: costs, attorney fees, witness fees and expenses incidental thereto for injuries (including death) to person or property arising out of in connection with CONTRACTOR'S performance of its duties hereunder, unless caused by negligence or willful misconduct of the OWNER. OWNER will give CONTRACTOR prompt written notice if OWNER is aware of the occurrence of any such demand, claim, or suit against it, and CONTRACTOR shall have the right to compromise or defend the same to the extent of its own interest.
7. During the terms of this Agreement, CONTRACTOR will carry and maintain in full force liability insurance naming OWNER (CSBD) as a third party beneficiary and workmen's compensatory insurance presented in this agreement.



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Janitorial Service Agreement (Cont'd)

8. The term of this Agreement shall commence on **August 5, 2019**, and shall remain in effect thereafter for one (1) calendar year, subject to termination by either party giving thirty (30) calendar days written notice sent via US Mail to the other party of its desire to terminate this Agreement.

9. The services covered by this Agreement shall be provided at the following rates; any applicable sales tax, imposed by the state, city, county, and/or municipality is not included in the rate, and shall be added accordingly:

Regular Services (as explained in Quote - Exhibit A):

\$3,520.00 - Price per month for five days per week (Includes a day porter)

Additional Services available as below mentioned prices:

Extraction Carpet Cleaning – \$.20 cents per square foot.

Hard Surface Floor Care (VCT: Strip and 5 coats of wax) – \$.45 cents per square foot (minimum \$100.00 per job) **Handyman Services** – \$25.00 per hour **Window Cleaning** – \$8.00 per window; **Power washing** – \$.10 cents per square foot; **Emergency Clean-up** – \$30.00 per hour

10. Contractor shall provide a loose leaf "action logbook" where the office manager and the lead custodian must make **DAILY** entries to communicate any special cleanliness concerns, and, also, if none exist that day. The logbook shall be kept at the front reception desk, where it can be examined by OWNER or CONTRACTOR personnel at any time. A sample logbook page is included in this Agreement.



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11. OWNER agrees to pay CONTRACTOR according to monthly invoices approved by the CSBD Senior VP of Finance. Terms of payment will be Net 30 after receipt of an error free invoice.

12. The OWNER understands that CONTRACTOR pricing is based on square footage. OWNER is responsible to notify the CONTRACTOR in writing if there are any changes in area or type of service for those areas; the CONTRACTOR will adjust the amount of the invoicing accordingly.

13. CONTRACTOR agrees that the current rate is established by the quote provided in Exhibit A and will be maintained for a one year term. Any request for a rate change may be submitted for consideration at the end of the one year term during the renewal/bidding process.

IN WITNESS WHEREOF, the parties execute this Agreement in duplicate as of the date first written above.

AK Building Services

CareerSource Broward

By: Mark Cedar

By: Mason Jackson 7/31/19

Print: Mark Cedar _____

Print: Mason Jackson _____