

## Janitorial Services Contract

This Contract "Contract" is entered into on 26 August, 2024 between: Coeur d'Alene Charter Academy Located at 4904 N Duncan Dr. Coeur d'Alene, ID 83815. Hereinafter referred to as the "Client."

And:

Superior CC 3477 N OConnor BLVD Post Falls, ID 83854. Hereinafter referred to as the "Service Provider"

### 1. Services Provided:

The Service Provider agrees to provide janitorial cleaning services for the Client's premises located at 4904 N Duncan Dr. Coeur d'Alene, ID 83815.

Services will include:

Specialized services as mutually agreed upon in this contract and the attached quote.

Specialized services are defined as:

- Vacuuming common areas in both buildings.
- Cleaning bathrooms in both building common areas. Six bathrooms in total.
- Dust mopping the hard floor at the middle school building daily and cleaning with the floor scrubber once per week.
- Remove garbage from the trash bins in the common areas and bathrooms we clean.

### 2. Schedule:

The cleaning schedule will be as follows:

Days: Service provider will clean every day school is in session. There will be a Daily clean rate, and the client will only be billed for the days services are provided.

-Holidays

The service provider will observe every holiday/day off that the client observes and will not clean on those days.

Any changes to the schedule must be agreed upon by both parties in writing.

### 3. Payment:

The Client agrees to pay the Service Provider Monthly, with payment due on the 1st day of the month for services given the month prior. Payment amount is \$195.00 per cleaning day for this location.

The Service Provider reserves the right to raise rates. Rates will be assessed annually in December with any rate changes being effective in January . Rate changes may not exceed 10% for any calendar year and will be based solely on cost of living increases. Rate increases must be presented to the client in writing.

Late payments:

A payment is considered late if it has not been paid within 10 calendar days past the due date and may incur a \$30 late fee per service location.

4. Term and Termination:

This Contract shall begin on the August 26, 2024 and continue until the end of the school year. Either party may terminate this Contract without cause with 30 days written notice.

5. Insurance:

The Service Provider shall maintain appropriate liability and workmen's compensation insurance and provide proof of insurance upon request.

6. Confidentiality:

Both parties agree to keep any confidential information obtained during the course of this contract confidential and not disclose it to third parties.

7. Safety and Compliance:

The Service Provider shall adhere to all safety regulations and applicable laws while performing services. The Client shall provide access to the premises as needed for services.

8. Equipment:

Equipment used for cleaning services such as vacuums, trash cans, rags and cleaning solutions are the property of the client and will be stored on site in a closet accessible to the Service Provider.

9. Consumable materials:

Consumable materials such as toilet paper, dispenser soap, paper towels, Stainless Steel cleaner and Window cleaner will be ordered by the Client. These materials are the property of the Client and will be stored on site in a closet accessible by the Service Provider.

10. Dispute Resolution:

Any disputes arising from this Contract will be resolved on the lowest level first. If an agreement cannot be reached, then it will be resolved through mediation or arbitration, as mutually agreed upon by both parties.

11. Governing Law:

This Contract shall be governed by and construed in accordance with Federal and Local Laws.

12. Entire Agreement:

This Contract and the attached quote represent the entire agreement between the Client and the Service Provider and supersedes all previous agreements, written or oral.

13. Amendments:

Any amendments to this Contract must be in writing and signed by both parties.

IN WITNESS WHEREOF, the Client and the Service Provider have executed this Contract as of the Effective Date.

# Angela Durick

Digitally signed by Angela Durick  
DN: cn=Angela Durick, o, ou,  
email=adurick@cdacharter.org,  
c=US  
Date: 2024.08.26 07:20:16 -07'00'


\_\_\_\_\_  
(Print name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

Awards Etc. (Authorized person)

\_\_\_\_\_  
Raymond Gawenit.

  
\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)



# Cleaning Proposal

Date: 15 August, 2024

Phone: (208)-502-1161  
 Address: 3477 N OConnor BLVD  
 Post Falls, ID 83854  
 Email: contact@superiorcommercialcleaning.com

Business Name: CDA Charter Academy  
 Contact: Angela Durick  
 Phone: 208-676-1667  
 Address: 4904 N Duncan Dr  
 Coeur D'Alene, ID 83815

	Work To Be Done	Frequency	Area	Floor
	Clean all high touch areas	Daily	Tables and counters	1
	Dust mop all flooring in Cafeteria	Daily	This is the floors in the cafeteria on the grade school side.	1
	Machine clean cafeteria floor	1x weekly	This is the floors in the cafeteria on the grade school side.	
	Vacuum all carpeting in hallways and common areas	Daily	This includes the large area in the high school building and all common area carpets in the Middle school.	1
	Clean bathrooms	Daily	Six bathrooms including sinks, toilets, mirrors, and floors.	1
	Empty all trash	Daily	Empty all waste receptacles in common areas.	1
	Spot clean glass	Daily	Front door and foyers	1
Comments & Special Instructions				

CDA Charter will provide supplies for all dispensers as well as all other cleaning materials and supplies. Superior Commercial Cleaning will be responsible for refilling dispensers as needed and letting the proper person know when the supplies are low.

Acceptance of Terms & Proposal		Amount
I hereby acknowledge and accept the work/proposal described above. I understand that I will be billed the third week of each month. Payment will be due by the fifth day of the following month. A 30-day written notice will be given by either party to the Other, in the event of terminating services.	Daily Rate	\$195.00

Authorized Signature

Date



## **Addendum to Janitorial Services Contract**

**This Addendum** (the "Addendum") is entered into on 03 September 2024, by and between **Superior Commercial Cleaning** (the "Service Provider") and **Coeur d'Alene Charter Academy** (the "Client"). This Addendum is made a part of the original Janitorial Services Contract dated 26 August 2024.

**WHEREAS**, the parties desire to amend the Original Contract to include additional cleaning services for classrooms;

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein and other good and valuable consideration, the parties agree as follows:

### **1. Additional Services**

The Service Provider agrees to clean classrooms at the Client's premises, specifically located at Coeur d'Alene Charter Academy, as part of the services provided under the Original Contract.

### **2. Service Fee**

The Client agrees to pay the Service Provider a fee of **\$20.00 per classroom per day** for the additional classroom cleaning services.

### **3. Service Days**

The Service Provider will perform the classroom cleaning services three days per week, specifically on **Monday, Wednesday, and Friday**. The cleaning will occur after school hours, or at a mutually agreed-upon time.

### **4. Effective Date**

This Addendum shall be effective as of 28 August 2024 and will continue in effect until the termination of the Original Contract, unless otherwise amended or terminated in writing by both parties.

### **5. Terms and Conditions**

All other terms and conditions of the Original Contract shall remain in full force and effect, except as specifically modified by this Addendum.


### **6. Signatures**

By signing below, the parties agree to the terms and conditions set forth in this Addendum.

**Superior Commercial Cleaning**

Signature:   
Name: Raymond Gawenit  
Title: Owner  
Date: 03, September 2024

**Coeur d'Alene Charter Academy**

Signature:   
Name: ANGELA DURICK  
Title: CEO/BUSINESS MANAGER  
Date: 8/3/24

This Addendum, together with the Original Contract, represents the entire understanding of the parties with respect to the subject matter hereof and supersedes all prior discussions, agreements, or understandings of any kind.