

**AMENDMENT TO THE AGREEMENT WITH  
THE CITY OF MURRIETA AND CONSULTANT**

Amendment No.: 02

Original Agreement Title (“Agreement”): Agreement between the City of Murrieta and Priority Building Services, LLC

Original Agreement Project Name: Janitorial Maintenance Services

Original Agreement Effective Date: November 16, 2021

Current Agreement Termination Date (after any existing Amendments): November 30, 2026

Consultant Name: Priority Building Services, LLC

Brief Description of Scope of Services (“Services”): Janitorial maintenance services for various City locations

Prior Amendments, if any (no. and effective date): Amendment No. 01 with effective date of September 1, 2023.

This Amendment to the Agreement, made effective on the date executed by the City by and between the City of Murrieta, a Municipal Corporation, duly organized and existing under and by virtue of the laws of the State of California ("City"), and the above referenced Consultant with reference to the following facts which are acknowledged by each party as true and correct:

**RECITALS**

Whereas, City is a general law city, formed and existing pursuant to the provisions of the California Government Code.

Whereas, City and Consultant entered into an Agreement on the Effective Date set forth above for the Services.

Whereas, City and Consultant wish to amend the Agreement as further set forth herein.

**AMENDMENT**

NOW, THEREFORE, it is agreed by and between the parties as follows:

1. The above recitals are true and correct.
2. The following terms of the Agreement are hereby amended to read as follows:

From the effective date of this Amendment No. 2 to the termination date of the Agreement, the Scope of Services is hereby modified as set forth in Exhibit “A” of this Amendment No. 02 and attached hereto.

From the effective date of this Amendment No. 2 to the termination date of the Agreement, in consideration of the modified Scope of Services, the Schedule of Compensation is hereby

modified as set forth in Exhibit “B” of this Amendment No. 02 and attached hereto.

3. All other conditions of the Agreement shall continue in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to the Agreement to be executed on the dates set forth below.

Signature Page to Follow.

**IN WITNESS WHEREOF**, the Parties hereto have executed this Agreement on the date and year first-above written.

**CITY OF MURRIETA**

**ATTEST:**

By: \_\_\_\_\_

By: \_\_\_\_\_

Justin Clifton, City Manager

Cristal McDonald, City Clerk

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**APPROVED AS TO FORM**

ALESHIRE & WYNDER, LLP

By: \_\_\_\_\_

Tiffany Israel, City Attorney

**CONSULTANT:**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Eddie Rocha

Name: Angel Pelaez

Title: Regional Manager

Title: Director of Operations

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Two corporate officer signatures required when Consultant is a corporation, with one signature required from each of the following groups: 1) Chairperson of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer. (Cal. Corp. Code § 313.) Appropriate attestations shall be included as may be required by the bylaws, articles of incorporation or other rules or regulations applicable to Consultant's business City.**

EXHIBIT A  
SCOPE OF SERVICES

## **TOWN SQUARE PARK DRESSING ROOM**

[11 TOWN SQUARE, MURRIETA, CA 92562](#)

**Schedule:** Once each month (Date to determined)

**Description:** An 800 square foot building consisting of two dressing/gathering areas, an open green room area, and an en-suite restroom

### **MAIN GREEN ROOM AREA AND DRESSING ROOMS**

#### **MONTHLY**

##### **Entrance Doors**

1. Completely clean and sanitize both sides of both entrance doors and sidelights, including any hardware such as door handles. Spot clean both sides of the entrance door frame. After cleaning, the surfaces shall present a uniform appearance free of all smudges, fingerprints, stains, streaks, lint, etc.

##### **Entrance Mats**

2. Entrance mats located in either exterior or the interior of entrances shall be vacuumed. If vacuuming does not remove the soil, mats shall be taken outside and swept with a stiff broom until all visible soil has been removed.
3. Entrance mats shall be lifted to remove soil and moisture underneath, and shall then be returned to the normal location after cleaning. No entrance mat shall be placed upon a damp or wet floor surface. Outside entrance mats shall be picked up and shaken to remove sand, dirt, dust, and other debris.

##### **Entrance Floors Inside**

4. The surfaces shall be swept, vacuumed or dust-mopped prior to damp mopping to remove all loose soil and dust. All accessible areas shall be mopped to remove all soil, scuff marks, and non-permanent stains. After mopping, the floor shall have a uniform appearance with no streaks, film, swirl marks, detergent residue, mop strings or other evidence of soil. Baseboards shall be wiped to remove all splash marks.
5. Corners and baseboards of all carpeted floors shall be vacuumed with detail tools.

##### **Dusting**

6. Dust all horizontal surfaces below 6 feet high, such as furniture, tables, sills, safety gates, equipment and desktops, with treated dust cloths. Remove any cobwebs. Dusting shall be completed before vacuuming, sweeping and mopping of floors.

## **TOWN SQUARE PARK DRESSING ROOM**

11 Town Square, Murrieta, CA 92562

Page 2

### **Doors**

7. Wash, clean and sanitize doors, frames, and door handles. All surfaces shall be spot cleaned using appropriate cleaning tools and cleaning chemicals. This will include removing scuffs, marks, and dirt from all door kickplates and hardware.

### **Walls**

8. Spot clean and remove smudges, fingerprints, pen marks, streaks, etc. from wall surfaces, including around light switches. After cleaning, the surface shall present a uniform appearance free of all smudges, fingerprints, stains, streaks, lint, etc.

### **Windowsills**

9. Clean all interior windowsill surfaces with appropriate cleaning tools.

### **High Dusting and Regular Dusting**

10. Dust all high reach areas, including, structural and furniture edges, air conditioning vents, grilles, exhaust fans, light fixtures, clocks, door tops and frames and other areas not reached in nightly or weekly services. Remove all dust and cobwebs.
11. Dust all horizontal surfaces below 6 feet high, such as furniture, tables, sills, safety gates, equipment and desktops, with treated dust cloths. Remove any cobwebs. Dusting shall be completed before vacuuming, sweeping and mopping of floors.
12. Dust all horizontal surfaces below 6 feet high, such as furniture, desks, bookshelves, tables, sills, equipment and desktops with treated dust cloths and spot clean desks and tables to remove smudges, non-permanent stains, etc. Items on desktops shall be lifted, dusted and returned to the original position, by contractor, to facilitate a thorough dusting of all surfaces, with the exception of employees' personal workspaces. Dusting shall not precede vacuuming/floor cleaning.

### **Countertops and Mirrors**

13. Completely clean and disinfect all exposed surfaces of the sink. A non-abrasive cleaner shall be used on the exposed hardware. The cleaning includes the drying and polishing of all exposed hardware. After cleaning, the fixture shall present a clean, bright and shiny appearance and shall be free of all visible soil, streaks, oily smudges, residue of cleaning agents, etc.

### **Trash and Recycling Receptacles**

14. Empty all interior waste receptacles to disposal area, along with separating recyclables, replace trash liners. Recycling materials shall not be placed in trash dumpster.

## **TOWN SQUARE PARK DRESSING ROOM**

11 Town Square, Murrieta, CA 92562

Page 3

15. Transporting of trash within and from the buildings to outside trash dumpsters shall be accomplished using leak-proof plastic transports with wheel.

## **RESTROOMS**

### **MONTHLY**

#### **Toilets and Urinals**

1. Completely clean and disinfect all exposed surfaces of the toilets and urinals. A non-abrasive cleaner shall be used on the exposed hardware. The cleaning includes the drying and polishing of all exposed hardware (flush valves & handicap rails).
2. All foreign material shall be removed from the urinal drain trap. A special set of sponges, cloths, scouring pads and brushes shall be maintained and used only for cleaning the urinals and toilets.
3. Remove scale, scum, mineral deposits, rust stains, etc., from the interior of toilet bowls and urinals. After cleaning, the toilet seat must be completely dried and placed in an upright position.
4. Use a germicidal detergent on all surfaces.
5. All fixtures shall present a clean, bright shiny appearance and shall be free of all streaks, spots, stains, rings, foreign material, etc., including the metal hardware.
6. Stopped-up toilets shall be plunged free of obstructions. Only if obstructions cannot be dislodged completely shall it be reported along with other inoperable or broken fixtures.
7. The Contractor's supervisor shall report all plumbing discrepancies to the City Project Manager.

#### **Walls, Partitions and Doors**

8. Spot clean both sides of partition walls, partition doors, and walls surrounding the urinals and toilets with disinfectant cleaner.
9. Remove any nonpermanent stains, spots, streaks and graffiti using a cloth/sponge dampened with a germicidal detergent solution. This also includes the light switches and doors, and any of the walls within the restroom.

#### **Countertops, Sinks, and Mirrors**

## **TOWN SQUARE PARK DRESSING ROOM**

11 Town Square, Murrieta, CA 92562

Page 4

10. Completely clean and disinfect all exposed surfaces of the sink. A non-abrasive cleaner shall be used on the exposed hardware. The cleaning includes the drying and polishing of all exposed hardware. After cleaning, the fixture shall present a clean, bright and shiny appearance and shall be free of all visible soil, streaks, oily smudges, residue of cleaning agents, etc.
11. All metal hardware, such as faucet valves, drain and faucets, shall be free of streaks, spots, stains, etc. Inoperable or broken fixtures shall be reported daily to supervisors. Different cloths, sponges, brushes and scouring pads shall be used to clean the sinks than the ones used for cleaning the toilets and urinals.
12. Use a germicidal detergent on all surfaces.
13. Remove soil, streaks, smudges, film etc., from the surface of the mirrors. The frame of the mirror and shelves and other adjacent areas also shall be cleaned.

### **Floors**

14. Prior to mopping, any mats shall be lifted to remove soil underneath, and the floor surface shall be swept/vacuumed for removal of loose dirt and soil.
15. Mop the floor with a germicidal detergent solution, using a non-abrasive mop (no metal or plastic). After mopping, the floor shall have a uniform appearance free of hair, spots, spills, stains, dirt, oily film, mop strings, etc.
16. Mats shall be disinfected with a germicidal detergent solution. Any mats removed shall be replaced, with the surface dry, prior to replacement.

### **Paper Products Dispensers**

17. At a minimum, re-supply all paper towel dispensers to their maximum level when stock is down to 40%, but do not overfill. Dispensers shall be refilled with the proper product for that dispenser (NOT just laid on top of dispenser or on top of the counter).
18. Re-supply toilet paper by placing the product in the dispenser. Replace consumed rolls and partial rolls, which appear to be down to the last 10-15%. City is to supply Contractor with toilet paper.
19. Toilet seat cover dispensers shall be filled with a new package when empty or when less than 10-15% of the sheets remain in the package. The dispenser interior, exterior and adjacent surfaces shall be wiped with a sanitizer to remove fingerprints and smudges when filling. City is to supply Contractor with seat covers for those facilities that have holders.

## **TOWN SQUARE PARK DRESSING ROOM**

11 Town Square, Murrieta, CA 92562

Page 5

20. Feminine product dispensers shall be kept stocked and the exterior cleaned as indicated above. Feminine products disposal containers shall have a waxed paper liner or similar-type product at all times, to be replaced daily or when they have been used.
21. The dispensers shall be checked for proper operation after filling and inoperable devices shall be reported daily to supervisors who in turn shall notify the City Project Manager.

### **Soap Dispensers**

22. At minimum, soap dispensers shall be filled to within 2" of the tops with foam or liquid soap when there is 15% of product left (most dispensers have been converted to foam). The dispensers and adjacent surfaces shall be wiped with a germicidal detergent to remove fingerprints and smudges. The device shall be checked after filling for proper operation, and inoperable devices shall be reported daily. The wall and floor area under soap dispensers shall be cleaned of all soap residues.

### **Trash Receptacles**

23. All waste receptacles and feminine product receptacles shall be emptied. Emptying includes removing the liner and disposing of it. The inside, outside, and housing of the receptacles shall be cleaned with a germicidal cleaner.

### **Dusting**

24. Dust all light fixtures and dust air vents. Remove all dust and cobwebs.

### **Walls, Partitions and Doors**

25. Wash all partitions on both sides from top to bottom. After cleaning the partitions, they shall be free of fingerprints, smudges, grease, soil, mildew, or stains.

### **Drains**

26. Fill floor drains with germicidal solution, filling p-trap to alleviate sewer gas smell.
27. Monthly Service air fresheners provided by the City

## Service Agreement

**Priority Building Services, LLC** (hereinafter referred to as PBS) located 525 Mercury Lane, Brea, CA 92821 Murrieta Town Square Park 11 Town Square Murrieta, CA 92562 (hereinafter referred to as "Client") agree as follows:

PBS agrees to perform the services outlined in this contract under "Statement of Work (SOW)" in locations and areas set forth in this contract for payment by the Client according to the terms outlined.

Client shall be invoiced on the first day of the month for the current month's service. Terms will be net 60. A late charge of one- and one-half percent per month shall be paid by Client to PBS for all past due invoices that are not received within 45 days of invoice.

The term of this agreement shall month to month and either party may terminate this agreement with 30 days written notice to the other party after the first 90 days of service commencement.

The rates specified in this agreement shall remain in effect for one (1) year from the commencement of services, unless the Federal or State Minimum wage is increased or there is an increase on any payroll related local, state, or federal taxes, charges, insurance costs and/or the negotiated wage, the cost of service per year will be increased the percentage of increase in such cost over the then current rate. Said increase in cost shall begin as of the date the cost change becomes effective.

PBS agrees to furnish all equipment, tools and other materials necessary for the performance of said duties.

**Location to be serviced:**

Town Square Park Dressing Room

11 Town Square Murrieta, CA 92562

**The project billing to customer for janitorial services**

Site	Frequency	Charge
Town Square Park Dressing Room 11 Town Square, Murrieta, CA 92562	1 X a Month	Cost \$200.00

## Service Agreement (continued)



Service levels may increase or decrease as the client's needs may change and the price will be adjusted accordingly by the agreement of both parties.

PBS will not perform services on any legal holidays unless requested by client and it will be billed at a separate negotiated price. It is further agreed that client will not hire PBS personnel for a period of 90 days after termination of this agreement.

This Contract constitutes the entire agreement between Priority Building Services and Client and may not be varied, altered or modified in any way except by written agreement between the parties. No oral changes in the terms of this contract or oral approval shall be permitted. This contract supersedes any and all previous agreement between the parties and any such agreement is hereby canceled.

If the services of an attorney are required to enforce any provision of this agreement, the defaulting party agrees to pay the prevailing party's reasonable attorney's fees for any such services, including court action. In addition, if PBS must file a lawsuit to collect monies owed under this agreement, then PBS will be entitled to all monies, owed, including all of its attorney fees and costs relating to the collection action for all past due amounts.

Any Addenda and/or Attachments hereto by PBS shall be considered part of this Agreement and are equally binding.

Any controversy or claim arising out of or relating to this agreement, or the breach thereof shall be settled by arbitration in accordance with the rules of the American Arbitration Association and judgment on the award rendered may be entered in any court jurisdiction.

PBS is licensed by the State of California and this Agreement shall be construed in accordance with the laws of the State of California. The appropriate courts of Orange County shall settle any disputes arising hereunder.

### **AGREED AND ACCEPTED BY**

**Lea Kolek**

**Priority Building Services, LLC**

**SIGN:** \_\_\_\_\_

**SIGN:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Start Date:** \_\_\_\_\_, 2026 \_\_\_\_\_

## **COPPER CANYON RECREATION FACILITY**

[23790 VIA ALISOL MURRIETA, CA 92562](#)

**Schedule:** Once each week (day TBD) after 7:00 p.m.

**Description:** A 3,000 square foot building consisting of two community classroom areas, a supply area, various public areas, restrooms, breakroom, and office areas

### **ENTRANCE AND HALLWAY**

#### **WEEKLY**

##### **Entrance Doors**

1. Completely clean and sanitize both sides of both entrance doors and sidelights, including any hardware such as door handles. Spot clean both sides of the entrance door frame. After cleaning, the surfaces shall present a uniform appearance free of all smudges, fingerprints, stains, streaks, lint, etc.

##### **Entrance Mats**

2. Entrance mats located in either exterior or the interior of entrances shall be vacuumed. If vacuuming does not remove the soil, mats shall be taken outside and swept with a stiff broom until all visible soil has been removed.
3. Entrance mats shall be lifted to remove soil and moisture underneath and shall then be returned to the normal location after cleaning. No entrance mat shall be placed upon a damp or wet floor surface. Outside entrance mats shall be picked up and shaken to remove sand, dirt, dust, and other debris.

##### **Entrance Floors Inside**

4. The surfaces shall be swept, vacuumed or dust-mopped prior to damp mopping to remove all loose soil and dust. All accessible areas shall be mopped to remove all soil, scuff marks, and non-permanent stains. After mopping, the floor shall have a uniform appearance with no streaks, film, swirl marks, detergent residue, mop strings or other evidence of soil. Baseboards shall be wiped to remove all splash marks.

##### **Dusting**

5. Dust all horizontal surfaces below 6 feet high, such as furniture, tables, sills, safety gates, equipment and desktops, with treated dust cloths. Remove any cobwebs. Dusting shall be completed before vacuuming, sweeping and mopping of floors.

##### **Doors**

**COPPER CANYON RECREATION FACILITY**

23790 Via Alisol, Murrieta, CA 92562

Page 2

6. Wash, clean and sanitize doors, frames, and door handles. All surfaces shall be spot cleaned using appropriate cleaning tools and cleaning chemicals. This will include removing scuffs, marks, and dirt from all door kickplates and hardware.

**Walls**

7. Spot clean and remove smudges, fingerprints, pen marks, streaks, etc. from wall surfaces, including around light switches. After cleaning, the surface shall present a uniform appearance free of all smudges, fingerprints, stains, streaks, lint, etc.

**Windowsills**

8. Clean all interior windowsill surfaces with appropriate cleaning tools.

**High Dusting**

9. Dust all high reach areas, including structural and furniture edges, air conditioning vents, grilles, exhaust fans, light fixtures, clocks, door tops and frames and other areas not reached in nightly or weekly services. Remove all dust and cobwebs.

<b><u>RESTROOMS</u></b>
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**WEEKLY**

**Toilets and Urinals**

10. Completely clean and disinfect all exposed surfaces of the toilets and urinals. A non-abrasive cleaner shall be used on the exposed hardware. The cleaning includes the drying and polishing of all exposed hardware (flush valves & handicap rails).
11. All foreign material shall be removed from the urinal drain trap. A special set of sponges, cloths, scouring pads and brushes shall be maintained and used only for cleaning the urinals and toilets.
12. Remove scale, scum, mineral deposits, rust stains, etc., from the interior of toilet bowls and urinals. After cleaning, the toilet seat must be completely dried and placed in an upright position.
13. Use a germicidal detergent on all surfaces.
14. All fixtures shall present a clean, bright shiny appearance and shall be free of all streaks, spots, stains, rings, foreign material, etc., including the metal hardware.
15. Stopped-up toilets shall be plunged free of obstructions. Only if obstructions cannot be dislodged completely shall it be reported along with other inoperable or broken fixtures.

**COPPER CANYON RECREATION FACILITY**

23790 Via Alisol, Murrieta, CA 92562

Page 3

16. The Contractor's supervisor shall report all plumbing discrepancies to the City Project Manager.

**Walls, Partitions and Doors**

17. Spot clean both sides of partition walls, partition doors, and walls surrounding the urinals and toilets with disinfectant cleaner.
18. Remove any nonpermanent stains, spots, streaks and graffiti using a cloth/sponge dampened with a germicidal detergent solution. This also includes the light switches and doors, and any of the walls within the restroom.

**Countertops, Sinks, and Mirrors**

19. Completely clean and disinfect all exposed surfaces of the sink. A non-abrasive cleaner shall be used on the exposed hardware. The cleaning includes the drying and polishing of all exposed hardware. After cleaning, the fixture shall present a clean, bright and shiny appearance and shall be free of all visible soil, streaks, oily smudges, residue of cleaning agents, etc.
20. All metal hardware, such as faucet valves, drain and faucets, shall be free of streaks, spots, stains, etc. Inoperable or broken fixtures shall be reported daily to supervisors. Different cloths, sponges, brushes and scouring pads shall be used to clean the sinks than the ones used for cleaning the toilets and urinals.
21. Use a germicidal detergent on all surfaces.
22. Remove soil, streaks, smudges, film etc., from the surface of the mirrors. The frame of the mirror and shelves and other adjacent areas also shall be cleaned.

**Floors**

23. Prior to mopping, any mats shall be lifted to remove soil underneath, and the floor surface shall be swept/vacuumed for removal of loose dirt and soil.
24. Mop the floor with a germicidal detergent solution, using a non-abrasive mop (no metal or plastic). After mopping, the floor shall have a uniform appearance free of hair, spots, spills, stains, dirt, oily film, mop strings, etc.
25. Mats shall be disinfected with a germicidal detergent solution. Any mats removed shall be replaced, with the surface dry, prior to replacement.

**Paper Products Dispensers**

26. At a minimum, re-supply all paper towel dispensers to their maximum level when stock is down to 40%, but do not overfill. Dispensers shall be refilled with the proper

**COPPER CANYON RECREATION FACILITY**

23790 Via Alisol, Murrieta, CA 92562

Page 4

product for that dispenser (NOT just laid on top of dispenser or on top of the counter).

27. Re-supply toilet paper by placing the product in the dispenser. Replace consumed rolls and partial rolls, which appear to be down to the last 10-15%. City is to supply Contractor with toilet paper.
28. Toilet seat cover dispensers shall be filled with a new package when empty or when less than 10-15% of the sheets remain in the package. The dispenser interior, exterior and adjacent surfaces shall be wiped with a sanitizer to remove fingerprints and smudges when filling. City is to supply Contractor with seat covers for those facilities that have holders.
29. Feminine product dispensers shall be kept stocked and the exterior cleaned as indicated above. Feminine products disposal containers shall have a waxed paper liner or similar-type product at all times, to be replaced daily or when they have been used.
30. The dispensers shall be checked for proper operation after filling and inoperable devices shall be reported daily to supervisors who in turn shall notify the City Project Manager.

**Soap Dispensers**

31. At minimum, soap dispensers shall be filled to within 2" of the tops with foam or liquid soap when there is 15% of product left (most dispensers have been converted to foam). The dispensers and adjacent surfaces shall be wiped with a germicidal detergent to remove fingerprints and smudges. The device shall be checked after filling for proper operation, and inoperable devices shall be reported daily. The wall and floor area under soap dispensers shall be cleaned of all soap residues.

**Trash Receptacles**

32. All waste receptacles and feminine product receptacles shall be emptied. Emptying includes removing the liner and disposing of it. The inside, outside, and housing of the receptacles shall be cleaned with a germicidal cleaner.

**Dusting**

33. Dust all light fixtures and dust air vents. Remove all dust and cobwebs.

**Walls, Partitions and Doors**

34. Wash all partitions on both sides from top to bottom. After cleaning the partitions, they shall be free of fingerprints, smudges, grease, soil, mildew, or stains.

**MONTHLY**

**Drains**

35. Fill floor drains with germicidal solution, filling p-trap to alleviate sewer gas smell.
36. Monthly Service air fresheners provided by the City

**OFFICE AREAS, PUBLIC AREAS, CLASSROOMS, SUPPLY ROOM**

**WEEKLY**

**Trash and Recycling Receptacles**

37. Empty all interior waste receptacles to disposal area, along with separating recyclables, replace trash liners. Recycling materials shall not be placed in trash dumpster.
38. Transporting of trash within and from the buildings to outside trash dumpsters shall be accomplished using leak-proof plastic transports with wheel.

**Carpeted Areas**

39. All carpeted areas shall be vacuumed free of all visible debris at every service. Prior to vacuuming, all surface litter such as paper, gum, rubber bands, paper clips, staples, etc. shall be picked up. Furniture and trash receptacles shall be moved as necessary, to vacuum underneath, and returned to original positions.
40. After vacuuming the floor, including corners, next to baseboards, and behind doors, it shall be free of all visible litter, soil, dust, and embedded grit.

**Floors (Linoleum or non-Carpeted Areas)**

41. The surfaces shall be swept or dust-mopped prior to damp mopping to remove all loose soil and dust. All accessible areas shall be mopped to remove all soil, scuff marks, and non-permanent stains. After mopping, the floor shall have a uniform appearance with no streaks, film, swirl marks, detergent residue, mop strings, or other evidence of soil. Baseboards shall be wiped to remove all splash marks.

**Dusting**

42. Dust all horizontal surfaces below 6 feet high, such as furniture, desks, bookshelves, tables, sills, equipment and desktops with treated dust cloths and spot clean desks and tables to remove smudges, non-permanent stains, etc. Items on desktops shall be lifted, dusted and returned to the original position, by

contractor, to facilitate a thorough dusting of all surfaces, with the exception of employees' personal workspaces. Dusting shall not precede vacuuming.

**Doors/Sidelights**

- 43. Wash, clean and sanitize inside and outside of supply or office doors, frame, and door handles using appropriate cleaning tools and cleaning chemicals. This will include removing scuffs, marks, and dirt from all door kick plates and hardware. Clean the inside and outside of the sidelight windows in the three (3) Study Rooms.

**Lights**

- 44. Turn off all lights if suite is not occupied.

**Floors**

- 45. Corners and baseboards of all carpeted floors shall be vacuumed with detail tools.

**Study Room White Boards**

- 46. Clean all white boards with a special dry erase board cleanser and cloth if applicable.

**High Dusting**

- 47. Dust all high reach areas, including structural and furniture edges, air conditioning vents, grilles, exhaust fans, light fixtures, clocks, door tops and frames and other areas not reached in nightly or weekly services. Remove all dust and cobwebs.

**KITCHEN AND KITCHENETTE (BREAKROOM)**

**DAILY**

**Floors**

- 48. The surfaces shall be swept prior to damp mopping to remove all soil, food and dust including the lifting of any mats. All accessible areas shall be mopped to remove all soil, scuff marks, and non-permanent stains.
- 49. After mopping, the floor shall have a uniform appearance with no streaks, film, swirl marks, detergent residue, mop strings or other evidence of soil. Baseboards shall be wiped to remove all splash marks.

**Walls and Doors**

- 50. Spot clean and remove smudges, fingerprints, pen marks, streaks, etc. from wall and door surfaces, including around light switches and door frames. After cleaning, the surface shall present a uniform appearance free of all smudges, fingerprints, stains, streaks, lint, etc.

### **Trash and Recycling Receptacles**

51. All waste receptacles, recycling containers, and other trash containers within the building shall be emptied, sanitized, and have a new liner installed each night and be returned to their initial locations.
52. Trash and recyclables (except the three (3) large, green recyclables bins in main kitchen) shall be separately transported and emptied into designated containers (e.g. recycling goes into recycling container and trash goes into trash containers).
53. Carry or roll all trash/recycle containers to exterior Dumpster and dispose trash/recycle into Dumpster. Do not drag trash bags. Liquid leaking from plastic bags being moved from trash receptacles shall be immediately cleaned.

### **Tables, Chairs, Cabinets, Countertops and Sinks**

54. Completely clean and disinfect all exposed surfaces of the tables, chairs, cabinets, countertops and sinks using a germicidal detergent. A non-abrasive cleaner shall be used on the exposed hardware.
55. The cleaning includes the drying and polishing of all exposed hardware. After cleaning, the fixture shall present a clean, bright and shiny appearance and shall be free of all visible soil, streaks, oily smudges, residue of cleaning agents, etc. All metal hardware, such as faucet valves, drain and faucets, shall be free of streaks, spots, stains, etc. Inoperable or broken fixtures shall be reported daily to supervisors.

### **Countertops and Sinks**

56. Clean, disinfect and polish all sinks and counters.

### **Walls and Doors**

57. Spot clean and remove smudges, fingerprints, pen marks, streaks, etc. from wall and door surfaces, including around light switches and door frames.
58. Spot wash walls behind and around trash receptacles. After cleaning, the surface shall present a uniform appearance free of all smudges, fingerprints, stains, streaks, lint, etc.
59. The interior, exterior, and housing of trash and recycling receptacles, and walls next to the receptacles, shall be damp-wiped to remove soil. Wet spills on the interior of wastebaskets shall be cleaned and dried.

### **Appliances**

**COPPER CANYON RECREATION FACILITY**

23790 Via Alisol, Murrieta, CA 92562

Page 8

60. Thoroughly clean, sanitize, and disinfect all exterior surfaces of refrigerators and inside and outside of microwaves. Outside surfaces shall present an overall clean appearance.

**High Dusting**

61. Dust all high reach areas, including structural and furniture edges, air conditioning vents, grilles, exhaust fans, light fixtures, clocks, door tops and frames and other areas not reached in nightly or weekly services. Remove all dust and cobwebs.

## Service Agreement

**Priority Building Services, LLC** (hereinafter referred to as PBS) located 525 Mercury Lane, Brea, CA 92821 and Murrieta City Copper Canyon rec center 23790 Via Alisol Murrieta CA 92562 (hereinafter referred to as "Client") agree as follows:

PBS agrees to perform the services outlined in this contract under "Statement of Work (SOW)" in locations and areas set forth in this contract for payment by the Client according to the terms outlined.

Client shall be invoiced on the first day of the month for the current month's service. Terms will be net 60. A late charge of one-and one-half percent per month shall be paid by Client to PBS for all past due invoices that are not received within 45 days of invoice.

The term of this agreement shall month to month and either party may terminate this agreement with 30 days written notice to the other party after the first 90 days of service commencement.

The rates specified in this agreement shall remain in effect for one (1) year from the commencement of services, unless the Federal or State Minimum wage is increased or there is an increase on any payroll related local, state, or federal taxes, charges, insurance costs and/or the negotiated wage, the cost of service per year will be increased the percentage of increase in such cost over the then current rate. Said increase in cost shall begin as of the date the cost change becomes effective.

PBS agrees to furnish all equipment, tools and other materials necessary for the performance of said duties.

**Location to be serviced:**

Copper Canyon Rec Center

23790 Via Alisol

Murrieta Ca 92562

**The project billing to customer for janitorial services**

Site	Frequency	Charge
Murrieta Copper Canyon Rec Center	1X a week	cost \$350.00 per month

## Service Agreement (continued)



Service levels may increase or decrease as the client's needs may change and the price will be adjusted accordingly by the agreement of both parties.

PBS will not perform services on any legal holidays unless requested by client and it will be billed at a separate negotiated price. It is further agreed that client will not hire PBS personnel for a period of 90 days after termination of this agreement.

This Contract constitutes the entire agreement between Priority Building Services and Client and may not be varied, altered or modified in any way except by written agreement between the parties. No oral changes in the terms of this contract or oral approval shall be permitted. This contract supersedes any and all previous agreement between the parties and any such agreement is hereby canceled.

If the services of an attorney are required to enforce any provision of this agreement, the defaulting party agrees to pay the prevailing party's reasonable attorney's fees for any such services, including court action. In addition, if PBS must file a lawsuit to collect monies owed under this agreement, then PBS will be entitled to all monies, owed, including all of its attorney fees and costs relating to the collection action for all past due amounts.

Any Addenda and/or Attachments hereto by PBS shall be considered part of this Agreement and are equally binding.

Any controversy or claim arising out of or relating to this agreement, or the breach thereof shall be settled by arbitration in accordance with the rules of the American Arbitration Association and judgment on the award rendered may be entered in any court jurisdiction.

PBS is licensed by the State of California and this Agreement shall be construed in accordance with the laws of the State of California. The appropriate courts of Orange County shall settle any disputes arising hereunder.

### AGREED AND ACCEPTED BY

**Kenneth Jones**

**Priority Building Services, LLC**

**SIGN:** \_\_\_\_\_

**SIGN:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Start Date:** \_\_\_\_\_, 2025 \_\_\_\_\_

EXHIBIT B

SCHEDULE OF COMPENSATION  
Payment Rates and Schedule

BUILDING	ADDRESS	MONTHLY COST
City Hall	1 Town Square Murrieta, CA 92562	\$4,154.27
Fire Administration	41625 Juniper Street Murrieta, CA 92562	\$1,224.53
Fire Training Rooms	41625 Juniper Street Murrieta, CA 92562	\$276.03
Library	8 Town Square Murrieta, CA 92562	\$3,408.73
Police Department	2 Town Square Murrieta, CA 92562	\$4,616.70
Law Enforcement Annex	28155 Baxter Rd. Murrieta, CA 92563	\$255.49
Public Works Maintenance Office	41625 Fig Street Murrieta, CA 92562	\$127.74
Murrieta Innovation Center	26442 Beckman Court Murrieta, CA 92562	\$561.90
Senior Center	6 Town Square Murrieta, CA 92562	\$2,705.85
Teen Center	40644 Cal Oaks Road Murrieta, CA 92562	\$2,122.45
Community Center	41810 Juniper St Murrieta CA 92562	\$2,375.11
Alderwood Park & Community Center	28622 Baxter Rd Murrieta, CA 92563	\$2,061.13
Murrieta Public Restrooms	Various	\$2,593.42
Copper Canyon Recreation Facility	23790 Via Alisol Murrieta, CA 92562	\$350.00
Town Square Park Dressing Room	11 Town Square Murrieta, CA 92562	\$200.00
<b>TOTAL:</b>		\$27,033.35

**ADDITIONAL SERVICES AS PER REQUEST**

1. Service during normal janitorial work hours on a weekday with no less than 24-hours' notice	\$22.50 per hour
2. Service outside normal janitorial work hours with no less than 24-hours' notice	\$24.00 per hour
3. Service during normal janitorial work hours on a weekday with less than 24-hours' notice	\$22.50 per hour
4. Service outside normal janitorial working hours with less than 24-hours' notice	\$24.00 per hour
5. Carpet Cleaning Services	\$0.15 per sq./ft.
6. Window Cleaning Services	\$24.00 per hour
7. Strip and Waxing of Floors	\$0.18 per sq./ft.
8. Other: Power Washing	\$60.00 port to port