

PROPOSAL FOR:**CROSS VIEW EARLY CHILDHOOD CTR.**

6645 McCauley Trail
Edina, MN 55439

JANITORIAL SERVICE CONTRACT

This agreement between CROSS VIEW EARLY CHILDHOOD CTR. and MULTI SERVICES, INC. made this day _____ shall set forth the agreement herein for, MULTI SERVICES, INC. herein referred to as MSI to provide janitorial cleaning services to CROSS VIEW EARLY CHILDHOOD CTR. in accordance with Exhibit "A" cleaning specifications.

MSI AGREES TO:

- A. Shall interview, employ, train, compensate and terminate all cleaning personnel assigned to the building. In the event CROSS VIEW EARLY CHILDHOOD CTR. determines an MSI employee to be unsatisfactory, CROSS VIEW EARLY CHILDHOOD CTR. may request MSI to remove said employee. MSI is an independent contractor and is not an agent or employee of CROSS VIEW EARLY CHILDHOOD CTR.. This means that MSI will be responsible for its operation as an independent contractor and for meeting all legal requirements applicable to MSI.
- B. MSI shall provide at its expense all cleaning supplies and equipment. MSI can provide paper towels, toilet tissue, wastebasket liners, trash liners, feminine napkins and hand soap **AT AN ADDITIONAL FEE IF SO DESIRED.**
- C. MSI shall provide a **daily log book** for the purpose of communicating concerns and requests from the building contact.
- D. MSI has a policy of **NO SMOKING** by its employees during actual working hours in its customers facilities and prohibit the use of tenant personal property such as telephones.
- E. MSI shall at its expense carry **\$2,000,000** in comprehensive General Liability insurance and Workers Compensation insurance in accordance with Minnesota Statute.
- F. MSI shall follow-up and complete any cleaning complaint within **24 hours** after the complaint has been registered.
- G. All trash shall be removed from the building and placed inside an exterior dumpster or other location designated. **TRASH NOT IN THE TRASH CAN OR CLEARLY MARKED TRASH WILL NOT BE THROWN OUT.**

CROSS VIEW EARLY CHILDHOOD CTR. AGREES TO:

- A. CROSS VIEW EARLY CHILDHOOD CTR. shall provide adequate storage space with limited access by tenants and building employees. Each floor shall have hot and cold water available.
- B. CROSS VIEW EARLY CHILDHOOD CTR. shall provide access to elevators if available.
- C. CROSS VIEW EARLY CHILDHOOD CTR. shall not make direct contact with any MSI employee for the purpose of cleaning as an employee of CROSS VIEW EARLY CHILDHOOD CTR..

AGREEMENT TERMS

- A. The service fee for the **CROSS VIEW EARLY CHILDHOOD CTR.** building for cleaning service rendered in accordance with "Exhibit A" cleaning specs enclosed with this agreement is **\$837.00 per month, through June 2006, for five days per week service, or \$687.00 per month for three days per week.** This agreement will automatically renew itself unless one of the parties gives a thirty day written notice to terminate.
- B. MSI shall submit invoices for services rendered on the first of the month in which service is being rendered payable by the 25th of same month. A 2% per month finance charge will be charged on all past due invoices.
- C. MSI reserves the right to discontinue service effective immediately for non-payment of invoices for cleaning services rendered past a period of 60 days from the invoice date.
- D. Additional Services available through MSI:

Light fixture cleaning	\$15.00/hr.
Carpet cleaning	\$.12psf
Hard floor refinishing	\$.30psf
Construction clean-up	\$35.00/hr.
Window washing	\$15.00/hr.
Emergency clean-up	\$39.00/hr.

- E. This agreement may be terminated by either party with a thirty day written notice

CROSS VIEW EARLY CHILDHOOD CTR. **MULTI-SERVICES, INC.**

By: *J. Stock* DATE 8-2-06

By: *[Signature]* DATE 8-2-06

EXHIBIT "A"
CROSS VIEW EARLY CHILDHOOD CTR.
CLEANING SPECIFICATIONS

CHECK LIST

ENTRANCES

- Clean both sides of all glass doors Daily ___
- Vacuum and spot clean entry runners Daily ___
- Dust window frames Daily ___
- Sweep and damp mop entry hard surface flooring Daily ___

MAIN HALL AREA

- Fully vacuum carpeted areas Daily ___
- Spot clean and edge vacuum As Needed
- Vacuum track off mats Daily ___

RESTROOMS

- Clean and sanitize all fixtures, clean mirrors, polish chrome Daily ___
- Empty trash bins Daily ___
- Spot clean partitions and walls Daily ___
- Sweep and damp mop floors Daily ___
- Clean sinks and fixtures Daily ___
- Refill all dispensers Daily ___
- Machine scrub restroom floors with germicidal disinfectant Quarterly ___ **

OFFICE AREAS

- Empty all trash bins Daily ___
- Spot clean all smudges and stains on horizontal and verticals Daily ___
- Spot clean all partition glass/side light glass Daily ___
- Dust high surfaces (picture frames partition tops etc.) Weekly ___
- Clean and disinfect drinking fountains Daily ___
- Dust blinds Quarterly ___
- Clean ceiling vents Quarterly ___
- Vacuum carpeted areas Daily ___
- Edge vacuum Monthly ___
- Clean/shampoo carpets As requested**

CLASS ROOMS

- Vacuum carpeted areas Daily__
- Sweep and damp mop tile floor areas Daily__
- Empty trash bins Daily__
- Clean sinks
- Clean door glass both sides Daily__
- Sanitize door handles Daily__

KITCHEN

- Empty trash bins Daily__
- Spot clean all spills on walls, floors, and cabinet facings Daily__
- Dust and damp mop hard floors/vacuum carpeted areas Daily__
- Clean ceiling vents and diffusers Monthly__
- Spot clean and edge clean As Needed
- Scrub and re-coat tile floors Quarterly**

JANITORIAL CLOSET

- Clean and arrange all equipment and products to reflect an orderly appearance

**Additional billings