

## **AMENDMENT NO. 2**

### **TO THE AGREEMENT BETWEEN THE COUNTY OF TEHAMA AND PEERLESS BUILDING MAINTENANCE CO.**

This Amendment No. 2 to Agreement Number 2021-215, dated September 1, 2021, and previously Amended with Amendment No. 1 (#2024-013) (Collectively “the Agreement”) by and between the County of Tehama, through its Department of Public Works (County) and Peerless Building Maintenance Co. (Contractor) for the provision of janitorial services, shall be amended as follows:

Section 3, Compensation, is hereby amended in its entirety to read to read as follows:

#### **3. COMPENSATION**

Contractor shall be paid monthly at the rate of \$2425 for a period of 36 months and \$2590 monthly for the period of September 1, 2024, to December 31, 2025. The Maximum Compensation payable under this Agreement shall not exceed \$135,000.00.

Contractor shall not be entitled to payment or reimbursement for any tasks or services performed except as specified herein.

Contractor shall have no claim against County for payment of any compensation or reimbursement, of any kind whatsoever, for any service provided by Contractor after the expiration or other termination of this Agreement. Contractor shall not be paid any amount in excess of the Maximum Compensation amount set forth above, and Contractor agrees that County has no obligation, whatsoever, to compensate or reimburse Contractor for any expenses, direct or indirect costs, expenditures, or charges of any nature by Contractor that exceed the Maximum Compensation amount set forth above. Should Contractor receive any such payment it shall immediately notify County and shall immediately repay all such funds to County. This provision shall survive the expiration or other termination of this Agreement.

Section 5, Term of “(Agreement)”, is hereby amended in its entirety to read to read as follows:

5. **TERM OF AGREEMENT**

This agreement shall commence on September 1, 2021, and shall terminate December 31, 2025, unless terminated in accordance with section 6 below.

It is mutually agreed that all other terms and conditions of Agreement Number 2021-215 shall remain in full force and effect.

**IN WITNESS WHEREOF**, County and Contractor have executed this agreement on the day and year set forth below.

**COUNTY OF TEHAMA**

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

\_\_\_\_\_  
James N. Simon, Director

**PEERLESS BUILDING MAINTENANCE CO.**

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

\_\_\_\_\_  
Matt Tuttle, Manager

101267  
Vendor Number

## EXHIBIT B

# Peerless

Building Maintenance Co.

Serving you since 1948

December 9, 2024

Tehama County Public Works  
9380 San Benito Avenue  
Gerber, CA 96035  
Attn: Amber Schertz

Re: Janitorial Bid

We are pleased to submit our proposal to furnish you with janitorial services for your building 9380 San Benito Avenue, Gerber CA.

Peerless pledges pride, performance and particular personnel. Peerless Building Maintenance Company offers 40+ years of experience in "making it Sparkle". We service to your requirements, scheduling to your needs and care.

Peerless has operated in the Northern California area for 30 years with a reputation of integrity based on our ability to consistently provide excellent service through well-trained supervisors, inspection and motivation of janitorial personnel. Motivating employees in a dull task is a very challenging endeavor, but it is the difference between mediocre or poor service and excellent service.

Our clients are both small and large ( Cornerstone Community Bank, Department of Corrections Red Bluff, Dignity Health Buildings, Red Bluff, Mechanics Bank, Red Bluff Chrysler, Dodge & Jeep, Tehama County Social Services, and Tehama County Child Support). We are capable of maintaining any size or type of office building including high-rise window cleaning. Enclosed you will find a list of our references, more will be provided at your request.

We would welcome the opportunity to show you how our 'PERSONALIZED SERVICE' will make the difference in your maintenance program. Thank you for your time and consideration. May we be of service?

Sincerely,

Terry Tuttle, Owner/Manager

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## QUALITY CONTROL AND SUPERVISION

Peerless Bldg. Maint. Company agrees to exercise due diligence in the supervision and regular inspection of the premises and that this Supervision will include in part:

- A. "On Site" supervisor will supervise all Peerless Maintenance personnel; will plan, schedule, organize, prepare work schedule and perform all duties necessary to accomplish specified work with maximum efficiency.
- B. Janitor's written work assignment sheets shall be posted at each location.
- C. Periodic grade reports of each assigned janitor to stimulate his interest and pride in his work.
- D. Floor waxing will be done by employees of Peerless who have no other duties but those waxing services to perform, and who thereby elevate the appearance of the floors to optimum quality and enable them to be kept in this condition by regular maintenance.
- E. A 24-hour per day on-call telephone service shall be kept and a supervisor shall be available at any time day or night to come to the serviced premises, as it is needed.
- F. Our field supervisors, as often as one time per week during the hours the janitors are at work, shall make unannounced, unscheduled inspection tours.
- G. Unannounced, unscheduled inspection tours shall be made by Peerless management at intervals sufficiently frequent to maintain the quality of all tasks performed by their employees. This is done during the daytime hours and if possible with a representative of **Tehama County Public Works**.

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## PERSONNEL CAPABILITIES

All personnel assigned by Peerless Building Maintenance Company for the performance of contract requirements shall be screened for ability and reliability in this type of work.

CLEANERS	Will perform all cleaning activities associated with normal office building maintenance services.
FLOOR CREW	Waxer/mopper, regularly performs waxing, mopping, and/or general floor care.
MAINTENANCE UTILITY	Performs any maintenance service or special cleaning jobs associated with office building maintenance, such as wall washing, ceiling washing, the cleaning of light fixtures and diffusers, and other work requiring the use of a ladder.
WORKING SUPERVISOR	Supervises all contract maintenance personnel, plans schedules, organizes and prepares work schedules, and performs all duties necessary to accomplish all specified work.

Peerless Bldg. Maint. Company employees shall be required to comply with all instruction pertaining to building regulations which are not in effect or which may be issued in the future by **Tehama County Public Works**, Peerless shall be responsible to see that all of their personnel conduct themselves in a manner which will reflect the dignity, the security and the best interest of **Tehama County Public Works**, Peerless, and themselves.

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## **CONTRACTUAL AGREEMENTS**

### **SUPPLIES AND EQUIPMENT**

We will furnish all janitorial supplies and equipment necessary to perform the above work. (This does not include restroom supplies such as hand soap, hand towels, tissue, deodorants, etc.)

### **SERVICE AND SUPERVISION**

We maintain a twenty-four hour service from our office and our regular system of inspection assures you of maximum efficiency.

### **INSURANCE AND TAXES**

All of our employees are covered by our Blanket Fidelity Bond. We pay all Federal Old Age Benefits and State Unemployment Insurance Taxes. We carry TWO MILLION DOLLARS of Public Liability and Property Damage Insurance.

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## **TERMS AND AGREEMENT**

We will do this janitorial cleaning, listed herein in an efficient and reliable manner for: TWO THOUSAND FIVE HUNDRED NINETY DOLLARS (\$2,590.00) per month, FIVE HUNDRED NINETY-EIGHT DOLLARS AND .15 CENTS (\$598.15) per week, ONE HUNDRED NINETEEN DOLLARS AND .63 CENTS (\$119.63) per day.

\*Pricing good for 1 year through 12-31-25.

We appreciate the opportunity of submitting our proposal. We would be privileged to serve you, and if chosen, we will do this work to your complete satisfaction.

This agreement is to be effective from \_\_\_\_\_ and may be canceled by either party upon issuance of a thirty day written notice. If we are accepted, our terms are net 20 days after the billing date.

**ACCEPTED AND APPROVED**  
**TEHAMA CO PUBLIC WORKS**

**ACCEPTED AND APPROVED**  
**PEERLESS BLDG MAINTENANCE**

BY \_\_\_\_\_

BY \_\_\_\_\_  
Terry Tuttle, Owner/Manager

Tehama County Public Works  
December 9, 2024

## **SPECIFICATIONS**

### 5 DAYS PER WEEK SERVICE (Monday Thru Friday):

1. Remove cobwebs as they appear.
2. Feather dust all desktops, credenzas only if free of papers.
3. Feather dust all windowsills.
4. Empty all trash containers and replace liners as necessary. Take trash to dumpster and recycled paper to recycle bin.
5. Dust mop and damp mop all vinyl flooring with proper solution (no waxing).
6. Sanitize all breakroom sinks and counters if clear of dishes. Sweep floor including behind the door and under the table (2 in breakrooms, 1 in Administration, 1 in Engineering).
7. Clean and disinfect all restroom fixtures, mirrors and floors with proper cleaning and disinfecting solutions. Refill dispensers as necessary.
8. Disinfect and clean all metal and mirrors in restrooms.
9. Vacuum all carpeted areas including under desks, if free of materials, and behind doors.
10. Vacuum one carpeted office upstairs if free of items on floor.
11. Clean all glass on inside of doors if free of paper.
12. Clean and disinfect all common touch areas such as door handles, light switches, conference table, conference room chairs, lobby chairs, etc.
13. Turn on designated night lights and security, and secure the building when leaving.

### WEEKLY SERVICE: (1 time per week)

1. Remove smudges on all doors, door frames and light switches.
2. Damp mop all vinyl flooring with proper vinyl cleaning solution, no wax, keeping all baseboards clean.
3. Clean all tile floors with proper cleaning solution (no wax).
4. Do all low dusting such as chair bottoms, baseboards, windowsills, etc.



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**MONTHLY SERVICE:** (1 time per month)

1. Do all high dusting such as door ledges, picture frames and anywhere dust can accumulate including blinds.
2. Vacuum all ceiling vents and return air grilles.
3. Spot clean walls.
4. Wash windows inside & out (Administration, Engineering & East Wall of Operations Bldg)

**ADDITIONAL SERVICES:** (upon request and fees apply)

1. Steam extract specified carpeted areas.
2. Strip & wax floors.