

"Attachment B"

Peerless

Building Maintenance Co.

University of California

SPECIFICATIONS

1 DAY PER WEEK SERVICE: (Weekend Service Only)

1. Remove cobwebs as they appear.
2. Empty and sanitize all trash containers and replace liners as necessary.
3. Polish all Brite metal and mirrors (restrooms, etc.)
4. Clean all glass entry doors.
5. Vacuum carpets and pickup mats.
6. Dust mop and damp mop all restrooms, and any other hard surface flooring with disinfectant.
7. Sanitize all restroom fixtures and restock dispensers as necessary. Sanitize restroom walls and partitions.
8. Damp wipe and spot clean all doors; spot clean all wood doorframes, door jambs, light switches, etc.
9. Do all low dusting such as windowsills, baseboards, chair bottoms, etc.
10. Feather dust all desktops and counters; damp wipe if necessary (papers and personal items not to be moved).
11. Vacuum upholstered furniture.
12. Turn out designated lights and secure the building.

SEMI-ANNUAL SERVICE: (Twice per year)

1. Clean windows inside & out – fall & spring

ON-CALL SERVICES: (Extra Billing)

1. Carpet Cleaning – Steam Extract for \$195.00 per service
2. Floor Service – Strip & Wax for \$125.00 per service.

"Attachment C"
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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 University of California.**

Serving you since 1918

Peerless

Building Maintenance Co.

November 30, 2024

Tehama Co. Cooperative Ag Extension
Attn: Carrie Adams
1754 Walnut Street
Red Bluff, CA 96080

Dear Carrie:

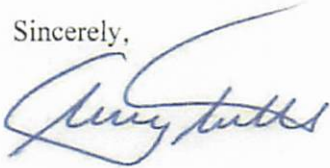
As you probably are aware, the minimum wage is increasing on January 1, 2025 from \$16.00 per hour to \$16.50 per hour. Since our janitors are paid minimum wage, this has a direct impact of 3.25% on our labor cost. This cost goes directly to the bottom line. Therefore, I am asking for a 3.25% increase. Your current monthly price of \$461.64 will increase as of January 1, 2025 to the new price of \$476.64.

In closing, most of my long-term clients know we do not ask for increases ever unless the minimum wage increases or there is a change in service. In the same respect, there is never a good time for an increase. If necessary, we are willing to renegotiate the level of service provided or the frequency of service to offset the increase.

We at Peerless strive to provide the highest quality service we can and we hope to keep your valued business. Please respond to this letter by 12/30/24 by phone, mail, fax or email (peerlessnorth@yahoo.com).

Thank you for your time and consideration.

Sincerely,



Terry Tuttle, Owner/Manager