

**BOARD OF SUPERVISORS AGENDA ITEM SUMMARY**

Requested Board Meeting Date: 07/01/2014

**ITEM SUMMARY, JUSTIFICATION and/or SPECIAL CONSIDERATIONS**

Amendment of Award: Contract # MA-PO-1200000000000000652, Amendment # 02, ISS Facility Services, Inc., to provide janitorial services for Outlying A facilities, revise service site and inventory data, increase Living Wage adjusted by County, increase 2.5% in pricing for each service site, increase contract amount by \$89,400.00, Funding Source: General Funds. Administering Department: Facilities Management.

**BACKGROUND**

The contract was initially awarded by the Board of Supervisors on 05/15/2012 for a five year contract in the total amount of \$2,721,000.00. The current annual award amount is \$568,200.00. The contract's current termination date is 06/30/2017, historical requirements and expenditures average about \$44,600.00 per month, and as of 06/13/2014 the contract has an unused contract amount of \$1,727,096.18. Due to a 1.6% increase in County mandated Living Wage and a 9.2% cost increase in janitorial materials, the contractor has requested a 2.5% pricing increase for each service site.

If the requested action is approved the resulting annual award amount will be \$634,600.00.

This contract amendment is required to 1) update service site and inventory data; 2) amend County Living Wage; 3) 2.5% pricing increase for each service site and 4) add \$89,400.00.

Effective Date: 0701/2014

Termination Date: 06/30/2017

Original Contract Amount: \$ 2,721,000.00

Prior Amendment Amounts: \$ \$ 75,000.00

This Amendment Amount: \$ \$ 89,400.00

Revised Contract Amount: \$2,885,400.00

Contract Officer : Nina Schatz, 724-8719, Procurement Department

Payment System: AMS

Contract Number: MA-PO-12\* 652-02

Effective Date : 7-1-14

Term Date : 6-30-17

Cost : \$89,400.00

Revenue : \_\_\_\_\_

Total : \_\_\_\_\_ NTE: \_\_\_\_\_

Renewal By : Action 4-1-17

Term : 6-30-17

Reviewed by: \_\_\_\_\_

CLERK OF BOARD USE ONLY: BOS MTG. \_\_\_\_\_ ITEM NO. \_\_\_\_\_

Ver. - 9 To: COB - 6-18-14

Vendor - 1 Agenda - 7-1-14

Pgs. - 7

<p><b>PIMA COUNTY DEPARTMENT OF FACILITIES MANAGEMENT</b></p> <p><b>PROJECT:</b> Janitorial Services for Outlying A Facilities</p> <p><b>CONTRACTOR:</b> ISS Facility Services, Inc.</p> <p><b>CONTRACT NO.:</b> MA-PO-12000000000000000652</p> <p><b>CONTRACT AMENDMENT NO.:</b> Two (02)</p>	<table border="1"> <tr> <td align="center"><b>CONTRACT</b></td> </tr> <tr> <td>NO. <u>MA-PO-12000000000000000652</u></td> </tr> <tr> <td>AMENDMENT NO. <u>02</u></td> </tr> <tr> <td>This number must appear on all invoices, correspondence and documents pertaining to this contract.</td> </tr> </table>	<b>CONTRACT</b>	NO. <u>MA-PO-12000000000000000652</u>	AMENDMENT NO. <u>02</u>	This number must appear on all invoices, correspondence and documents pertaining to this contract.
<b>CONTRACT</b>					
NO. <u>MA-PO-12000000000000000652</u>					
AMENDMENT NO. <u>02</u>					
This number must appear on all invoices, correspondence and documents pertaining to this contract.					

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<b>ORIG. CONTRACT TERM:</b> 07/01/12 – 06/30/17	<b>ORIG. CONTRACT AMOUNT:</b>	\$2,721,000.00
<b>TERMINATION DATE PRIOR AMENDMENT:</b> 06/30/17	<b>PRIOR AMENDMENTS:</b>	\$ 75,000.00
<b>TERMINATION THIS AMENDMENT:</b> 06/30/17	<b>AMOUNT THIS AMENDMENT:</b>	\$ 89,400.00
	<b>REVISED CONTRACT AMOUNT:</b>	\$2,885,400.00

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**CONTRACT AMENDMENT**

WHEREAS, COUNTY and CONTRACTOR entered into a Contract for services as referenced above; and

WHEREAS, CONTRACTOR and COUNTY, pursuant to Article III – Compensation and Payment, have agreed to add the funding anticipated to satisfy requirements for the janitorial services, and

WHEREAS, CONTRACTOR and COUNTY, pursuant to Article III – Compensation and Payment, have agreed to a 2.5% increase in Unit Price of Exhibit B; and

WHEREAS, CONTRACTOR and COUNTY, pursuant to Article III – Compensation and Payment, have agreed to update Exhibit C: Service Site and Inventory Data; and

WHEREAS, CONTRACTOR and COUNTY, pursuant to Article III – Compensation and Payment, have agreed to increase Living Wage in Exhibit D in order to be in compliance with COUNTY'S annual adjusted rate.

NOW, THEREFORE, it is agreed as follows:

**CHANGE: ARTICLE III – COMPENSATION AND PAYMENT:**

From: "...in amount not to exceed two million seven hundred ninety six thousand dollars (\$2,796,000.00)."

To: "...in amount not to exceed two million eight hundred eighty five thousand four hundred dollars (\$2,885,400.00)."

**CHANGE: ARTICLE III – COMPENSATION AND PAYMENT:**

Remove Exhibit B (AM01): Unit Prices (Net 30 Days Payment Term) in its entirety and replace with **Exhibit B (AM02): Unit Prices (Net 30 Days Payment Term)**.

**CHANGE: ARTICLE III – COMPENSATION AND PAYMENT:**

Remove Exhibit C (AM01): Service Site and Inventory Data in its entirety and replace with **Exhibit C (AM02): Service Site and Inventory Data**.

**CHANGE: ARTICLE III – COMPENSATION AND PAYMENT:**

Remove Exhibit D (AM01): Living Wage Requirements and Certificate in its entirety and replace with **Exhibit D (AM02): Living Wage Requirements and Certificate.**

The effective date of this Amendment shall be July 1, 2014.

All other provisions of the Contract, not specifically changed by this Amendment, shall remain in effect and be binding upon the parties.

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IN WITNESS THEREOF, the parties have affixed their signatures to this Amendment on the dates written below.

**PIMA COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

\_\_\_\_\_  
Date

**CONTRACTOR**

  
\_\_\_\_\_  
Authorized Officer Signature

Howard Koon G.A.  
\_\_\_\_\_  
Printed Name and Title

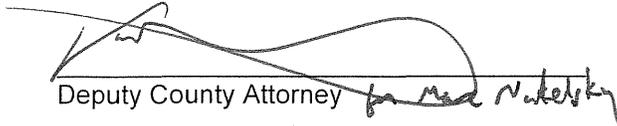
6/16/14  
\_\_\_\_\_  
Date

**ATTEST**

\_\_\_\_\_  
Clerk of Board

\_\_\_\_\_  
Date

**APPROVED AS TO FORM**

  
\_\_\_\_\_  
Deputy County Attorney *for Marc Ninkelsky*

**TOBIN ROSEN**

\_\_\_\_\_  
Printed Name

6/16/14  
\_\_\_\_\_  
Date

**EXHIBIT B (AM02): UNIT PRICES (NET 30 DAY PAYMENT TERMS)**

Line #	Location Outlying A "Employees need security check clearance"	Address	Current Freq. of Service (days)	Approximately Cleaning Sq. Ft.	Pricing for Standard Service*	Pricing for Full Service*	Extended Annual	Site Specific Services	Hours Available to Clean	Day Service	Night Service	Day Porter	Potential Weekly Minimum Manhours
1	Adult Probation - Broadway*	8180 E. Broadway	M-F	12,600	\$1,220.64	\$2,490.10	\$14,647.84	none	5 pm to 7 am		yes		20
2	Animal Control (multiple buildings)	4000 N Silverbell	M-Sat.	6,800	\$1,202.20	\$2,452.50	\$14,426.44	3 X week (Sat.) trash, floors; clinic first no key	5 pm to 7 am		yes		16
3	Animal Control - Adm Trailer	4000 N Silverbell	M-F	2,200	\$379.73	\$774.65	\$4,556.79	none	5 pm to 7 am		yes		6.75
4	Fleet Services Hvy Equip Shop #12 (bldg 1,800 sq ft)	1313 S. Mission Rd.	M-F	525	\$431.55	\$680.36	\$5,178.58	none	6 am to 7 pm	yes	yes		6
5	Fleet Services Offices #4,5,6,7	1313 S. Mission Rd.	M-F	2,600	\$595.45	\$1,214.73	\$7,145.44	none	5 am to 7 pm	yes	yes		6.5
6	Transportation - Mission Rd. #24, 28 (bldg space 32,000 sq ft)	1313 S. Mission	M-F	8128	\$882.23	\$1,391.74	\$8,186.71	none	5 pm to 7 am	yes	yes		23.5
7	Print Shop Bldg #27 b (bldg space 6,000 sq ft)	1313 S. Mission Rd.	M-F	5,484	\$721.37	\$1,471.60	\$8,656.47	none	7 am to 5 pm	yes	yes		8.5
8	IT Wireless Services Bldg # 27 c	1313 S. Mission Rd.	M-F	1,600	\$372.88	\$760.88	\$4,474.56	none	7 am to 5 pm	yes	yes		8.5
9	Superior Ct Warehouses #21	1313 S. Mission Rd.	M-F	700	\$243.19	\$496.11	\$2,918.30	Offices Only	5 pm to 7 am	yes	yes		4.75
10	Trans - Houghton/Irvington	4751 S. Mesquite Ranch	1 X per week	2,000	\$371.74	\$758.35	\$4,460.88	none	5 pm to 7 am		yes		4.75
11	Mt. Lemmon Comfort Station	Mt. Lemmon	7 x per week	Rest Rm Only	\$1,006.56	\$1,227.51	\$14,730.12	Rest Rm Only, no dumpster, carry trash out	7 am to 5 pm	yes			15.75
12	Adult Probation - West*	3781 N Highway Dr #103	M-F	5,000	\$666.46	\$1,359.99	\$7,997.96	none	5 pm to 7 am		yes		20
13	Cooperative Extension	4220 N. Campbell	M-F 3 x full 5 RRRK	8,000	\$761.85	\$1,554.17	\$9,142.20	3 X trash,floors, kitchen area heavy use	5 pm to 7 am		yes		14
14	Las Artes Learning Center (shop, showm clean by students 10k sq ft)	23 W. 27th Street	M-F	14,000	\$867.46	\$1,057.87	\$12,694.46	Shop no clean	4 pm to 7 am		yes		21.5
15	Health-North Side Clinic	3550 N. 1st	M-F	8,550	\$1,156.77	\$1,410.69	\$16,928.32	none	5 pm to 7 am		yes		23
16	Health-WIC Centro Del Sur	1631 S. 10th Avenue	M-F once a month Sat.	3,200	\$611.99	\$746.33	\$8,955.97	Sat. Clinics once a month, night clinics on Wed. or thurs until midnight, must clean after clinic.	5 pm to 7 am		yes		10
17	WIC - Romero Rd.	4500 N. Romero Rd.	M-F	2,440	\$512.97	\$625.57	\$7,506.89	none	5 pm to 7 am		yes		8.5
18	WWM-Ina Rd. Field Office (trailer is 1100 sq ft) site closed 4-01-14	5043 W. Ina Rd.	M-F	1,068	\$0.00	\$0.00	\$0.00	none	5 pm to 7 am		yes		6
19	Fleet Services Rest Rm Ina Rd.	5093B W. Ina Rd.	2 x per week (Tu-F)	Rest Rm Only	\$232.72	\$474.75	\$2,792.63	Rest Rm Only	24 hrs		yes		3.5
20	Ina Rd. (Solid Waste)	5301 W. Ina Rd.	M-F	1400	\$403.91	\$823.97	\$4,846.91	none	5 pm to 7 am		yes		4
21	Vocational High School	5025 W. Ina Rd.	M-F	5000	\$442.49	\$539.63	\$6,475.51		Building Closed		closed		0
22	Library-Bear Canyon	8599 E. Tanque Verde	M-Sat.	14000	\$1,459.57	\$1,779.96	\$21,359.55	none	8 pm to 8 am		yes		23.5
23	Library-Catalina es	15560 N. Oracle Rd.	M-Sat.	2400	\$501.35	\$611.41	\$7,336.87	none	6 pm to 8 am		yes		7.5
24	Library-Marana and Marana Govt. Center cs	13370 Lon Adams Rd.	Tue-Sat.	8300	\$775.52	\$945.76	\$11,349.14	Community meetings held in evenings	6 pm to 8 am		yes		7.75
25	Library-Nanini	7300 N. Shannon Rd.	M-Sat.	16000	\$1,637.27	\$1,996.68	\$23,960.12	none	8 pm to 8 am		yes		30.5
26	Library-River Center	5605 E. River Rd.	M-Sat.	9400	\$980.58	\$1,195.83	\$14,349.92	none	8 pm to 8 am		yes		17
27	Library-Sam Lena	1607 S. 6th Avenue	M-Sat.	7700	\$860.39	\$1,049.26	\$12,591.09	Power Wash entry 1X/month	6 pm to 8 am		yes		14.5
28	Sheriff Picture Rocks*	6285 N. Sandario Rd.	M-F	1700	\$481.45	\$982.17	\$5,777.44	none	8 am to 5 pm		yes		6.5
29	Nanini Govt. Center - Sheriff*	7300 N. Shannon Rd.	M-F	4500	\$547.15	\$1,116.19	\$6,565.84	3 X Week trash removal	5 pm to 7 am		yes		10
30	Northwest Judicial Center*	4955 N Shamrock Place	M-F	8141	\$1,266.13	\$2,582.90	\$15,193.55	none	5 pm to 7 am		yes		13
31	Pima VHS - Sweetwater Rd. - building closed - site moved	2600 W. Sweetwater	M-F	3500	\$0.00	\$0.00	\$0.00	none	4 pm to 7 pm		yes		0
32	Roger Rd WW Treatment Plant Administration (includes guard shack)	2600 Sweetwater Rd	M-F	11,990	\$2,096.03	\$2,556.13	\$30,673.55	Mats to clean, special dusting, change urinal plug	7 am to 5 pm	yes			28.75
33	WWM - Richey Rd. Operation	3390 N. Richey Rd.	M-F	7500	\$892.53	\$1,820.76	\$10,710.37	escort after hrs for floors, takes 2 days	7 am to 5 pm		yes		14.75
34	WWM - Field Office Operations	3355 N Dodge	M-F	4000	\$627.89	\$1,280.89	\$7,534.63	escort after hrs for floors, takes 2 days	7 am to 5 pm		yes		18
35	Sheriff-Catalina Substation*	16134 N. Oracle Rd.	Tues, Fri	700	\$271.04	\$552.93	\$3,252.51	Full 2 days	5 pm to 7 am		yes		3.75
36	Sheriff-Rincon Substation*	8999 Tanque Verde	M-F	5400	\$605.99	\$1,236.22	\$7,271.88	none	5 pm to 7 am		yes		10.5
37	Tangerine Landfill Trailer - stop service June 1, 2013	Tangerine Rd. / I - 10	Thursday full	1200	\$0.00	\$0.00	\$0.00	none	5 pm to 7 am		yes		0
38	Woods Branch Library	3455 N. 1st Avenue	M-Sat.	10000	\$1,148.69	\$1,400.84	\$16,810.12	none	8 pm to 8 am		yes		22
39	Himmel Park Library	1035 N. Treat	M-Sat.	6500	\$720.79	\$879.01	\$10,548.08	none	8 pm to 8 am		yes		14.75
40	Wilmot Branch Library	530 N. Wilmot Rd.	7 X week	19000	\$1,850.79	\$2,257.07	\$27,084.00	none	8 pm to 8 am		yes	Sunday afternoon	44
41	Nartha Cooper Library	1377 N. Catalina	M-Sat.	7700	\$868.15	\$1,058.72	\$12,704.60	High air ducts must be wiped clean monthly	8 pm to 8 am		yes		17
42	Pima County Health East Side, Recorders, 4 suites	6920 E. Broadway	M-F	11000	\$1,277.91	\$1,558.42	\$16,701.09	Sat. clean clinic space only	5 pm to 7 am		yes		45.75
43	Taft Abbott Library	7800 N. Shisler Dr.	M-Sat.	20000	\$1,717.03	\$2,053.94	\$25,127.30	Interior glass spot cleaned regularly	8 pm to 8 am		yes		62.5
44	Flowing Wells Library	1730 W. Wetmore	M-Sat.	5000	\$598.13	\$729.43	\$8,753.14	none	8 pm to 8 am		yes		14.25

**EXHIBIT B (AM02): UNIT PRICES (NET 30 DAY PAYMENT TERMS)**

Line #	Location Outlying A *Employees need security check clearance	Address	Current Freq. of Service (days)	Approximately Cleaning Sq. Ft.	Pricing for Standard Service*	Pricing for Full Service*	Extended Annual	Site Specific Services	Hours Available to Clean	Day Service	Night Service	Day Porter	Potential Weekly Minimum Manhours
45	Jackson Re-Employment Center (includes exterior classrooms) (green services building)	400 E. 26th Street	M-F	6500	\$678.83	\$1,384.81	\$8,145.91	Building requires green cleaning policy	5 pm to 7 am		yes		12
46	Lindsey Education Center (includes inner courtyard)	1602 S. 3rd Ave	M-F	3000	\$483.39	\$986.11	\$5,800.63	none	5 pm to 7 am		yes		7.25
47	Catalina CCS Community Services, including food bank	3535 E. Hawser	M-F	2600	\$604.71	\$1,233.61	\$7,256.55	Includes cleaning of food bank as needed	5 pm to 7 am		yes		12.75
48	Catalina PCHD Health Services	3535 E. Hawser	M-F	1800	\$529.68	\$601.91	\$7,222.98	none	5 pm to 7 am		yes		12.75
49	WWM ROMP Lab (new bldg)	3035 W El Camino del Cerro	M-F	40,000	\$2,513.78	\$5,128.12	\$30,165.40	none	5 pm to 7 am		yes		49
50	#10 Transportation - offices and bathroom started April 1st	1313 S Mission Rd	M-F	5583	\$886.95	\$1,809.37	\$10,643.35	includes bathrooms at rear of building	7 am to 3 pm		yes		8.5
51	RWRD field engineering bld #17 to start July 1st	1313 S Mission Rd #17	M,W,F, full	2600	n/a	\$467.34	\$5,608.08	none	5 pm to 7 am		yes		5
52	Oro Valley Library	1305 W Naranja Dr.	6 X week full	24,752	n/a	\$3,139.39	\$37,672.69	none	8 pm to 1 am		yes		6
53	Health dept warehouse (service begins 6-18-14)	1505 Apache Park Pl	M-F	1,484	n/a	652.59	\$7,831.08	Clean daytime only, no keys issued to janitors	3 pm o 4 pm	yes			6.25
54	Total Monthly Cost Current Service Listed Above					\$48,727.06							
55	Total Yearly Cost Listed Above (Line #50 x 12 MO)						\$584,724.66						
56	Add'l Services Listed Below Total Yearly Cost (Line #64)						\$49,824.14						
57	Grand Total Yearly (Line #51 + #52)						\$634,548.80						
	Grand Total Five (5) Year (Line #53 x 5 YR)						<b>TOTAL BIDS \$3,172,743.98</b>						777.25

Line #	Additional Services Per Exhibit A: Scope of Services	Unit	Est. Monthly Usage Qty	Price Month
58	Extra Services Rate Per Hour (includes washing ext grnd floor windows)	\$14.52	60	\$870.99
59	Extra Services Carpet Cleaning p/sqft	\$0.08	4,012	\$338.85
60	Extra Services Hard Floor Strip/Wax p/sqft	\$0.16	4,012	\$635.35
61	Minimum Service Charge (if less than one hour)	\$26.39	10	\$263.94
62	Cost for Power Wash of sidewalk p/job sm up to 1000 sq ft	\$26.39	10	\$263.94
63	Cost for Power Wash of sidewalk p/job mdm up to 2500 sq ft	\$29.03	10	\$290.33
64	Cost for Power Wash of sidewalk p/job lrg over 2500 - 4000 sq ft	\$31.67	20	\$633.45
65	Power Wash entry Sam Lena Library 1 X month	\$58.07	12	\$696.80
66	Complete cleaning of chairs per chair	\$2.54	60	\$158.36
67	Add'l Services Total Monthly Cost			\$4,152.01
68	Add'l Services Total Yearly Cost			\$49,824.14

Information provided on this sheet is as close to accurate as possible but the COUNTY cannot guarantee its veracity and recommends verification by vendor

Potential Minimum Weekly Manhours is provided as a guideline but not intended to suggest what the actual hours may be.

\* Yellow area (shaded) represents current service level. The bid will be evaluated by current service level. Please provide alternate pricing for increased or reduced service level for possible future adjustments.

EXHIBIT C (AM03)  
OUTLYING A Service Site Inventory Data

GROUP 2: OUTLYING "A" FACILITIES		Total Units																													
Line #	Location Outlying A *Employees need security check clearance	Address	Current Freq. of Service (days)	Approximately Sq. Ft.	Total Carpet	Total VCT	Other Surface	Total RR	Total Kitchens	Total RR Stalls	Water	Waterless	Total Towel Dispenser s	Total TP dispensers	Total Toilet Seal	Soap Dispensers	Sinks Total	Shower Stalls	Locker Rooms	Sanitary Napkin Disposal	Day Service	Night Service	Day Porter	Estimated Occupants	Estimated Daily Visitors	Other Surface	Type Towel Dispensers	Type TP dispensers	Total Toilet Seal Dispensers	Soap Dispensers	
1	Adult Probation - Broadway	8180 E. Broadway	2 full 5 RRK	12800	10843	1053	604	5	1	11	3	0	2	12	10	5	11	0	0	0	7	yes		30	150	tile, linoleum	kimberly c	kimberly c	waxie	waxie	
2	Animal Control (multiple buildings)	4000 N Silverball	6 x week full	8600	392	8957	351	7	1	7	0	2	9	7	5	8	6	2	1	0	0	yes		30	250	tile, concrete	Tork, Kimberley C	Tork, Kimberley C	Waxie	Kimberley Clark	
3	Animal Control - Adm Trailer	4000 N Silverball	2 full 5 RRK	2200	322	1878	0	1	1	1	0	0	2	1	0	2	3	0	0	0	0	yes		6	2		kimberly c	kimberly c	n/a	kimberly c	
4	Fleet Services Hwy Equip Shop #12 (Bldg 1800 sq ft)	1313 S. Mission Rd.	2 full 5 RRK	524.5	0	323	201.5	3	1	3	0	2	2	3	3	4	1	0	1	0	0	yes		6	0	conform	kimberly c	kimberly c	waxie	waxie	
5	Fleet Services Offices #4,5,6,7	1313 S. Mission Rd.	2 full 5 RRK	2600	624	776	1200	2	1	6	2	0	3	6	6	2	3	0	0	0	0	yes		38	10	tile	kimberly c	kimberly c	kimberly c	kimberly c	
6	Trans - Mission Rd, #24, 14, 26 (Bldg space 3200 sq ft)	1313 S. Mission	2 full 5 RRK	8128	806	3819	3503	5	3	10	4	0	8	9	1	7	11	0	1	1	yes		11	1	tile	kimberly c	kimberly c	waxie	waxie		
7	Print Shop Bldg #27 b (Bldg space 1600 sq ft)	1313 S. Mission Rd.	2 full 5 RRK	5484	1416	372	3098	2	1	2	0	0	1	2	2	2	2	0	0	0	1	yes		11	6	0	Kimberley C	Kimberley C	Waxie	Kimberley C	
8	IT Wireless Services Bldg # 27 c	1313 S. Mission Rd.	2 full 5 RRK	1600	422	1178	0	2	0	2	0	0	3	2	2	3	3	0	0	0	0	yes		5	2	0	Kimberley C	Kimberley C	Waxie	Kimberley C	
9	Superior Ct Warehouses #21	1313 S. Mission Rd.	1 full 5 RRK	700	300	376.5	25	1	0	1	0	0	1	1	1	1	1	0	0	0	0	yes		3	0	linoleum	Kimberley C	Kimberley C	Waxie	Kimberley C	
10	Trans - Houghton/Avington	4751 S. Mesquite Ranch	1 X per week	2040	400	1500	140	2	1	2	2	0	2	2	2	2	3	1	1	0	0	yes		0	0		kimberly clark	kimberly clark	kimberly clark	kimberly clark	
11	Mt. Lemmon Comfort Station	Mt. Lemmon	7 x per week	Rest RR Only	0	0	420	2	0	4	1	0	4	4	4	2	4	0	0	0	1	yes		0	50		kimberly clark	kimberly clark	kimberly clark	kimberly clark	
12	Adult Probation - West*	3781 Ft Highway Dr #103	2 full 5 RRK	5000	4424	527	54	3	1	7	2	0	6	7	2	3	8	0	0	0	0	yes		30	70	tile	Tork, fadded	Waxie compact	kimberly c	liquid fill	
13	Cooperative Extension	4220 N. Campbell	3 x week full 5 RRK	8000	8882	887	271	4	0	8	2	0	6	8	8	6	7	0	0	0	5	yes		32	40	linoleum	kimberly c	kimberly c	kimberly c	kimberly c	
14	Las Arres Learning Center (shop, shown clean by students 10k sq ft)	23 W. 27th Street	5 x per week full	14000	877.5	2646.5	476	5	1	6	2	0	7	6	8	8	8	0	0	0	3	yes		75	1	tile, concrete	kimberly c	kimberly c	kimberly c	kimberly c	
15	Health-North Side Clinic	3550 N. 1st	5 x week full	8550	5904	2922	144	3	0	3	0	0	9	3	3	9	9	0	0	0	0	yes		5	25	linoleum	kimberly c	kimberly c	kimberly c	kimberly c	
16	Health-WC Centrs Del Sur	1631 S. 16th Avenue	5 x week full once a month 6 x week	3200	400	2500	300	2	1	0	0	0	3	3	3	3	3	0	0	0	0	yes		6	65	tile	kimberly c	kimberly c	kimberly c	kimberly c	
17	WIC - Romero Rd.	4500 N. Romero Rd.	5 x per week full	2440	282	0	2158	3	0	3	0	0	3	3	0	5	5	0	0	0	0	yes		13	60	linoleum	kimberly c	kimberly c	n/a	kimberly c	
18	WWM-Fna Rd. Field Office (trailer is 1100 sq ft) closed 4-14	5043 W. Ina Rd.	2 full 5 RRK	1058.25	1026	42.25	0	1	0	1	0	0	1	1	0	2	2	0	0	0	0	yes		5	0	none	kimberly c	kimberly c	n/a	kimberly c	
19	Fleet Services Rest Rm Ina Rd.	5093B W. Ina Rd.	2 x per week	Rest RR Only	0	0	100	2	0	2	0	0	2	2	0	2	2	0	0	0	0	yes		0	0	25	concrete	kimberly c	kimberly c	n/a	waxie
20	Ina Rd. (Solid Waste) Cancel service 5-01-14	5301 W. Ina Rd.	2 full 5 RRK	1400	1336	84	0	1	1	1	1	0	2	1	1	2	1	0	0	0	0	yes		12	3		kimberly c	kimberly c	kimberly c	kimberly c	
21	Vocational High School occupied 5-01-13	5025 W. Ina Rd.	2 full 5 RRK	5000																											
22	Library-Bear Canyon	8559 E. Tanque Verde	6 x per week full	14000	11366.75	1812	791.25	5	1	5	1	0	6	8	0	7	8	0	0	0	5	yes		10	730	tile, concrete	kimberly c	kimberly c	n/a	kimberly c	
23	Library-Catalina cs	15560 N. Oracle Rd.	6 x per week full	2400	1998	404	0	2	0	2	1	0	2	2	0	2	2	0	0	0	1	yes		2	192		kimberly c	kimberly c	n/a	kimberly c	
24	Library-Marana and Marana Gov. Center cs	11370 Lon. Arden Rd.	5 x per week full	8300	7247	521	932	5	1	7	2	0	6	7	5	8	7	3	0	1	0	yes		5	180		kimberly c	kimberly c	kimberly c	kimberly c	
25	Library-Nanini	7300 N. Shannon Rd.	6 x per week full	16000	13966.25	336	1697.75	4	1	10	3	0	8	10	0	9	12	0	0	0	3	yes		30	762	tile	kimberly c	kimberly c	n/a	kimberly c	
26	Library-River Center	5605 E. River Rd.	6 x per week full	9400	8130	168	1105	3	0	5	2	0	6	5	0	4	5	0	0	0	3	yes		12	777	tile	kimberly c	kimberly c	n/a	kimberly c	
27	Library-San Lena	1807 S. 6th Avenue	6 x per week full	7700	7220	480	0	3	1	4	1	0	4	4	1	4	4	0	0	0	0	yes		10	384	tile	kimberly c	kimberly c	kimberly c	kimberly c	
28	Sheriff Picture Rocks*	6299 N. Sanderson	2 full 5 RRK	1700	1558	142	0	2	0	2	2	0	2	2	1	2	2	0	0	0	0	yes		80	10	none	kimberly c	kimberly c	kimberly c	kimberly c	
29	Nanini Gov. Center - Sheriff	7300 N. Shannon Rd.	2 full 5 RRK	4500	2481	1629	390	2	0	4	2	0	3	4	2	2	4	2	1	1	1	yes		70	10	tile	kimberly c	kimberly c	kimberly c	kimberly c	
30	Northwest Judicial Center*	4855 N. Shamrock Pl	2 full 5 RRK	8,141	5040	845	2,256	5	1	5	1	0	7	5	0	7	5	2	0	0	0	yes		28	50	tile, linoleum	kimberly c	kimberly c	n/a	kimberly c	
31	Pima VMS - Sweetwater Rd. closed 5-01-13	2800 W. Sweetwater	5 x per week full	3900	228	2874	400	2	1	2	0	0	2	2	0	2	3	2	1	1	0	yes		closed		1	1	1	1	1	1
32a	Roger Rd WW Treatment Plant Administration (includes guard shack)	2000 Sweetwater Rd.	5 x per week full	4,300	2432	829	1,039	3	2	5	1	1	6	5	2	5	8	2	4	2	yes		20	5	tile, concrete	in-fold, GP-min	waxie	waxie	waxie	waxie	
32b	Roger Rd WW Safety, Female lockers	2000 Sweetwater Rd.	5 x per week full	1,600	851.5	353.5	415	2	0	3	1	0	2	3	0	3	3	2	1	2	yes		5	0	linoleum	GP annotation	waxie	none	waxie	waxie	
32c	Maintenance Building - closed 1-15-14	2000 Sweetwater Rd.	5 x per week full	3,300	201.5	1409	1,690	3	1	3	0	2	6	3	0	8	7	2	2	1	yes		6	0	concrete	GP annotation	waxie	none	waxie	waxie	
32d	Maintenance Lunchroom & locker	2000 Sweetwater Rd.	5 x per week full	1,440	740	700	1	1	4	3	0	0	3	4	0	4	5	7	1	0	yes		0	30	linoleum	GP annotation	waxie	none	waxie	waxie	
32e	Septage Building closed 1-15-14	2800 Sweetwater Rd.	5 x per week full	500	0	6	550	1	0	1	0	0	1	1	0	1	1	0	0	0	yes		0	0	5	stippled linoleum	GP annotation	waxie	none	waxie	waxie
32f	Laboratory Training Center closed 1-15-14	2000 Sweetwater Rd.	5 x per week full	700	462	0	238	1	1	1	0	0	1	1	0	2	2	0	0	0	yes		0	0	3	stippled linoleum	GP annotation	waxie	none	waxie	waxie
32g	Chlorine Bldg (office only) closed 1-15-14	2000 Sweetwater Rd.	5 x per week full	100	0	100	1	0	1	0	0	0	1	1	1	1	1	0	0	0	yes		0	0	3	concrete	GP annotation	waxie	waxie	waxie	
33	WWM - Richey Rd. Operation	3390 N. Richey Rd.	2 full 5 RRK	7500	6468	1094	0	4	1	8	2	0	8	8	6	7	9	6	2	2	yes		40	10	none	kimberly c	kimberly c	waxie	waxie		
34	WWM - Field Office Operations	3355 Ft Dodge	2 full 5 RRK	4000	1316	0	2684	2	1	5	0	1	5	5	5	5	5	0	0	0	3	yes		108	15		Kimberley C	Kimberley C	Kimberley C	Kimberley C	
35	Sheriff-Catalina Substation*	16134 N. Oracle Rd.	2 X week full	700	602	98	0	1	0	1	0	0	1	1	0	1	1	0	0	0	0	yes		1	10	none	kimberly c	kimberly c	n/a	kimberly c	
36	Sheriff-Rincon Substation*	9999 Tanque Verde	2 full 5 RRK	5400	2374	1818	1208	2	1	2	2	0	3	2	2	2	2	2	0	0	0	yes		45	10	tile, linoleum	kimberly c	kimberly c	waxie	kimberly c	
37	Tanque Verde Landfill Trailer (No Service)	Tanque Verde Rd. / I - 10	1 X week full	1200	0	1200	0	1	0	1	0	0	1	1	0	1	1	0	0	0	0	yes		12	0		Max300	roll	waxie	waxie	
38	Woods Branch Library	3456 N. 1st Avenue	6 x per week full	10000	9230	336	434	4	1	9	1	0	6	6	7	7	5	1	0	0	6	yes		15	1180	tile	kimberly c	kimberly c	kimberly c	kimberly c	
39	Himmel Park Library	1036 N. Treat	6 x per week full	8500	5150	1142	208	2	1	3	1	0	3	3	3	3	3	2	0	0	2	yes		24	895	tile	kimberly c	kimberly c	kimberly c	kimberly c	
40	Wilcox Branch Library	530 N. Wilcox Rd.																													

## EXHIBIT D (AM02): LIVING WAGE REQUIREMENTS AND CERTIFICATE

This solicitation is subject to the Pima County living wage requirements as provided in the Pima County Procurement Code section 11.38 which specifies that a living wage requirement be included in County contracts for specific services.

Contractors entering into eligible contracts with Pima County for the covered services shall pay a living wage to their eligible employees for the hours expended providing services to Pima County. Eligible employees shall receive a wage not less than \$11.32 per hour. A contractor may pay its eligible employees a wage of no less than \$10.07 per hour if the contractor provides health benefits with a monthly value at least as high as the difference between that wage and a monthly wage based on \$11.32 per hour. Contractors shall include all costs necessary for complete compliance to the living wage requirement.

In bid preparation, Contractors will need to consider the possibility of increased administrative costs. The following is a brief description of key Living Wage reporting requirements. These are not limited to but include:

One time reports: Due at the beginning term of each contract/renewal

- >Payroll calendar
- >Certificate of Living Wage Payments Form
- > Master Listing of employees eligible to work on Pima County jobs
- >Listing of Subcontractors to be used (if applicable)

Staffing Plans, Including Subcontractors (work schedules): Due **prior** to work performed to enable the Compliance Officer to rate check and interview employees; *If there is not sufficient time prior to performing work, then a plan must be submitted as soon as possible after work is performed:*

- >Name of employee(s) who will be working
- >Where work is performed
- >Approximate time-frame work will be performed
- >Total approximate hours to be worked
- >Revised plan IF any information changed from the original staffing plan

Payroll Reports: Must be provided to the Compliance Officer 7 days after EVERY pay period

- >Statement of Compliance
- >Payroll Summary Reports:
  - *Name of all employees on a Pima County job*
  - *Total hours worked/rate of pay/gross pay/paycheck number*
  - *Support documentation for this information*
  - *Signed "Statement of Compliance" even if no payroll performed*

Subcontracted Labor (if applicable): Packets are required to be submitted to Pima County's Compliance Officer as soon as the Subcontractor is issued payment. This includes:

- >A letter signed by subcontractor indicating that laborers associated with the work billed on their attached invoice were paid at or above the Living Wage required rate
- >the check # and date which this invoice was paid should be noted
- >Attach the appropriate staffing plans (work schedules) of the subcontractor to this invoice. The subcontractor employee payroll check# needs to be noted beside their employee (s) name

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PIMA COUNTY PROCUREMENT  
130 W. CONGRESS ST., 3RD FLOOR  
TUCSON, ARIZONA 85701-1317  
TELEPHONE (520) 724-8161, FAX (520) 222-1484

**CERTIFICATION OF LIVING WAGE PAYMENTS**

This firm certifies that it will meet all specifications, terms, and conditions contained in the Living Wage Contract Ordinance; **AND** that if labor is subcontracted, subcontractors will be held to the exact terms that is required of this firm.

Yes  No  If no, you must explain all deviations in writing.

Company Name: ISS Facility Services, Inc.

Description of Services: JANITORIAL

Job Location: ALL Pima County Bus Lanes (DIT, OUTLYING A, OUTLYING B, ATO)

(PLEASE CHECK ONE(S) THAT APPLY)

I do hereby agree to pay all eligible employees working on the above listed contract at least eleven dollars and fifty-one cents (\$11.51) per hour.

AND/OR

I do hereby agree to pay all eligible employees working on the above contract a wage of no less than ten dollars and twenty-four cents (\$10.24) per hour **and** provide health benefits with a monthly value at least as high as the difference between a monthly wage based on eleven dollars and fifty-one cents (\$11.51) per hour and the requested monthly wage if no less than ten dollars and twenty-four cents (\$10.24) per hour. In essence, the **employer paid portion** of benefits must have a *monthly* value of two-hundred twenty dollars and thirteen cents (\$220.13). This equals the one dollar and twenty-seven cents (\$1.27) per hour difference.

Providers Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Plan or Program Number: \_\_\_\_\_ Type of Benefit: \_\_\_\_\_

Total premium paid per month: \_\_\_\_\_ Amount paid by employee: \_\_\_\_\_

(Attach pages if needed for additional providers)

COMPANY NAME: ISS Facility Services

AUTHORIZED SIGNATURE: [Signature] DATE: 4/8/14

HOWARD KORN  
PRINTED NAME

GENERAL MANAGER  
TITLE OF AUTHORIZED