



BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

☒ Award ☐ Contract ☐ Grant

Requested Board Meeting Date: 02/18/25

* = Mandatory, information must be provided

or Procurement Director Award: ☐

***Contractor/Vendor Name/Grantor (DBA):**

Group 4: Robbins Equipment Company, Inc.

Group 5: Robbins Equipment Company, Inc.

***Project Title/Description:**

Janitorial Services

***Purpose:**

Amendment of Award: Amendment No. 1 terminates Supplier Contracts SC2400001894 (Group 4) and SC2400001895 (Group 5), effective 02/18/25, and awards replacement contracts to JANCO FS 2, LLC, doing business as Velociti. The replacement contracts will commence on 02/18/25 and terminate on 08/12/25, with four (4) one-year renewal options. This action is in accordance with Section 1.1 of the Contract, which states, "The County reserves the right to add additional contractors, at the County's sole discretion, in cases where the awarded contractors are providing insufficient service and/or do not have adequate staffing to support the Scope of Work defined herein." The replacement contract numbers and remaining annual award amounts being reallocated to Velociti are listed below.

Groups	Supplier Contract	Annual Award Amount
Group 4: Outlying East "OE"		
JANCO FS 2, LLC dba Velociti	SC2500000025	\$300,000.00
Group 5: Outlying South "OS"		
JANCO FS 2, LLC dba Velociti	SC2500000026	\$250,000.00

Administering Department: Facilities Management.

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, on 08/13/24, the Board of Supervisors approved award of contracts (SC2400001891, SC2400001892, SC2400001893, SC2400001894 and SC2400001895), for an initial term of one (1) year in the total annual award amount of \$4,000,000.00 (including sales tax) and included four (4) one-year renewal options.

PRCUID: 516279

Attachments: Supplier Contracts.

***Program Goals/Predicted Outcomes:**

To provide professional commercial quality janitorial services to all County facilities. This will help maintain a clean, healthy environment for staff and all public that utilize these buildings.

***Public Benefit:**

A clean and healthy environment will be maintained in public areas including restrooms, meeting areas and any areas of public use. Rates will be established on a year-to-year basis to receive the maximum benefit for tax payer dollars.

***Metrics Available to Measure Performance:**

Department representatives or designee will inspect sites to ensure adherence to all terms of supplier contracts. Each monthly invoices will be reviewed for accuracy and compliance.

***Retroactive:**

No.

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
 Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount \$ _____ * ☐ Revenue Amount: \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? _____

Were insurance or indemnity clauses modified? ☐ Yes ☐ No

If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No

If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: SC Department Code: PO Contract Number (i.e., 15-123): SC2500000025 & 26

Amendment No.: 01 AMS Version No.: N/A

Commencement Date: 02/18/25 New Termination Date: 08/12/25

Prior Contract No. (Synergen/CMS): _____

☐ Expense ☐ Revenue ☐ Increase ☐ Decrease

Is there revenue included? ☐ Yes ☒ No If Yes \$ _____ Amount This Amendment: \$ _____

***Funding Source(s) required: General Fund (88%) and Federal Emergency Management Agency Shelter and Services Program (FEMA SSP) (12%).**

Funding from General Fund? ☒ Yes ☐ No If Yes \$ _____ % 88

Grant/Amendment Information (for grants acceptance and awards)

☐ Award ☐ Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____

Commencement Date: _____ Termination Date: _____ Amendment Number: _____

☐ Match Amount: \$ _____ ☐ Revenue Amount: \$ _____

***All Funding Source(s) required:** _____

*Match funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

*Match funding from other sources? ☐ Yes ☐ No If Yes \$ _____ % _____

*Funding Source: _____

*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)? _____

Contact: Procurement Officer: Stephen Romero Digitally signed by Stephen Romero Date: 2025.01.27 10:12:35 -07'00' Division Manager: Ana Wilber Digitally signed by Ana Wilber Date: 2025.01.27 10:20:09 -07'00'

Department: Procurement Director: Terri Spencer Digitally signed by Terri Spencer Date: 2025.01.27 15:20:50 -07'00' Telephone: 520-724-3021

Department Director Signature: Tony Cisneros Digitally signed by Tony Cisneros Date: _____

Deputy County Administrator Signature: _____ Date: 1-20-2025

County Administrator Signature: _____ Date: 1-28/25

Velociti Services Proposal for Janitorial Services

Prepared for
Maricruz Lopez
Procurement Officer
Pima County



Solicitation Number: RFP-PO-2400011

April 19, 2024

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SECTION ONE: CAPABILITIES OVERVIEW OF CONTRACTOR

Executive Summary

April 19, 2024

Ms. Maricruz Lopez
Procurement Officer
Pima County, Arizona

Dear Ms. Lopez,

Velociti Services is very pleased to present our response to Pima County's Request for Proposal for janitorial services. We appreciate once again being considered as a valued service partner for the County, where we have provided janitorial and related services for over 23 years! Our presence in Arizona continues to grow, with proven expertise in supporting the diverse and specialized needs of local government agencies to include, Pima County, Maricopa County, the City of Tucson, and the City of Pheonix. **We have included in our response all brand new equipment for Pima County scope of work- Groups 1-5.**

Velociti is a division of Argenbright Holdings, a company that employs over 30,000 team members and delivers more than \$1 Billion of facility and aviation services to its customers annually. The Argenbright family of companies has been operating since 1978. With more than 3,500 team members across 1,157 work sites, Velociti thrives on creating customer experiences through innovation, responsiveness, service excellence, and enthusiasm rarely observed in the service industry.

We're out to become the most respected facilities services company in the world. We don't want to do facilities services better; we want to change the paradigm to create a brand-new industry based on people and relationships.

We provide a Different Kind of Facilities Services Company, And We'll Prove It.

Please let me know if you require additional information or have any questions. Velociti thanks you for this opportunity.

Respectfully,



Tom Grindle
Business Development - Western US

7.1 Pricing

See Pricing Proposal in this section.

7.2 Contract Qualifications

Velociti Services is part of the Argenbright Group, an American-owned and privately held family of companies that provides people-intensive and customer-focused business solutions to a variety of industries including, facility services, aviation, and security. The Group was founded in 1979, by Atlanta-based entrepreneur Frank Argenbright, Jr. who started his career in the contract security industry. Frank launched his first company by borrowing \$500 and successfully built that company into a \$1.5 billion global operation. Since then, he has started and grown several service companies, all of which have been extremely successful and have employed more than 100,000 people in the United States and Europe. Frank serves as our executive chairman and is very active in managing the company.

Velociti Services employs over 3,500 team members and serves nearly 300 clients across 1,157 work sites. We are proud to have been in continuous operation for more than 10 years in both Phoenix and the State of Arizona where we provide janitorial services to several major clients including, Pima County, Mesa Community College, Footprint Arena, City of Tucson, and, most recently, Maricopa County. We have served Pima County for over two decades. Today, we service 131 county buildings comprising over 1 million square feet.

Our focus is simple. Be the change agent in an industry commonly viewed as a commodity (where price is the only differentiator) into one that provides unprecedented levels of service, engagement, value, and innovation.

Our leadership team, many of whom have been with the Argenbright family of companies for nearly 20 years, is passionately dedicated to challenging the norms within the facility services industry and enacting the change needed to prepare our customers and their businesses "to be ready for tomorrow." Our leaders, at all levels, are not only experts in understanding the nuances of the cleaning, maintenance, and engineering business, they have a mindset of providing unmatched service to both our clients and our team members that provides a unique and meaningful service delivery model.

By empowering and investing in our front-line team members, we have a closely bonded team who possess an unrelenting commitment to building trust, reliability, and responsiveness to ensure that wherever people gather their experience was enhanced by our team's presence.

We create environments that are safe, clean, perfectly maintained, and most importantly, represent the brands of our clients with distinction to include, of course, Pima County's public-facing facilities.

A) Recruitment/ Development Efforts:

Service Methodology

Operational Excellence at Velociti Services is a process optimization program based on the collection of best practices. The main objective is to provide Pima County with a customized cleaning solution where the use of calculations, methods and procurement are carefully adjusted to deliver the optimal and most cost-effective solution to meet your facilities specific needs. Operational Excellence is achieved through continual innovation and by using the best:

- People
- Needs Assessment
- Cleaning techniques
- Products & Machinery
- Sustainability and green cleaning program

People

Our reputation is only as good as our people and how we take care of them. Velociti Services has a team of dedicated human resources professionals including full-time recruiters as part of our People and Culture (P&C) department. This group provides support throughout the entire team member journey from recruitment through hiring and onboarding to on-going training and personal development plans. Our P&C team members assist with hiring and onboarding utilizing formal processes and procedures.

Recruiting

In an extremely competitive labor market, Velociti Services has been successful in identifying qualified, eager, and service-oriented candidates for employment. Our corporate Director of Talent Acquisition is responsible for the development and management of our network of experienced regional recruiting managers who have intimate knowledge of the markets they serve, to include challenges and innovative recruiting methods to attract (and retain) the most qualified service teams. The Velociti Phoenix office has a dedicated, bi-lingual recruiter to ensure we are creating a large funnel of candidates for current and future openings.

Screening

Velociti's multi-tiered selection process assures our customers that every cleaning professional has been fully vetted to include a comprehensive background investigation, criminal history check (national plus 7-year check for each county of residency), past employment verification, National Sex Offender Registry check, social security number trace/verification, 5-panel drug test and work eligibility verification. Our streamlined on-boarding process enables us to interview and hire candidates within days, allowing us to staff quickly and respond to short-notice demands.

Velociti Services will be responsible for obtaining security clearances from the Sheriff's Department and/or Superior Court for all employees working in sensitive areas.

Per County requirements, no employee will have access to a sensitive or restricted area for the following reasons:

- Conviction of a felony
- Conviction of a non-traffic related misdemeanor
- Employee is on parole or probation
- Employee is currently involved in an investigation

Team Member Recognition Programs

110% Club

All full-time and part-time team members who are assigned to work at a client account site are awarded points each month over the 12-month calendar year (January - December) by their respective supervisor, based on their performance in the following categories:

- Attendance and punctuality
- Appearance & image
- Work Quality (Positive Outlook/Job Performance)
- Excellence-in-Action commendations (see next section)
- Compliance to Safety Training courses assigned

Performance points are awarded based on a specific set of measurable criteria identified for each category. Team members who earn 110 points over the 12-month period become members of prestigious 110% Club and receive a 110% Club pin along with a 110% Club Award Certificate.

Team members who are among the top 110%-point earners within their region, are invited to attend a gala awards banquet in their honor. At this event, these "Star Performers" receive a specially designed "Star Performer" pin, award trophy, certificate, and gift card worth \$110. Each awardee is individually recognized at this banquet where a customized PowerPoint presentation spotlighting their commitment to operational excellence is shown.

The Top Performer who has earned the most points within their region will receive a cash award of \$250 and a special "Top Performer" plaque at the awards program.

Excellence-in-Action

Velociti Services recognizes our part-time and full-time team members (to include subcontractors) at all organizational levels for demonstrating unparalleled commitment to provide operational excellence to the customers they serve. Nominations can be submitted by Velociti team members/managers, client representatives, and third parties. Three awards can be given:

- **Service Excellence**
 - Team Member has shown a consistent and measurable level of performance that exceeds job/shift/account/Company/client expectations or:
 - Exhibited actions associated with delivering a high level of customer service to the client or:
 - Has received a customer, third party or Velociti commendation.
- **Legendary Service**
 - Demonstrated activity associated with a specific incident that went far above and beyond the call of duty: or:
 - Consistent and documented performance level that exceeds the requirements of the position and expectations of the team member's supervisor or client, or:
 - Other truly "legendary" actions.
- **Legendary Leader**
 - Demonstrated leadership in driving significant and sustained levels of service excellence, customer satisfaction and employee morale/teamwork/performance, or:
 - Results associated with managing a significant event or challenge, or
 - Consistent and documented performance level that exceeds the requirements of the position and expectations of the leader's manager and/or client, or:
 - Other actions or attributes that are worthy of recognition.

Awardees receive a customized certificate that summarizes the reason for recognition and a cash award based on the level of recognition.

Loyalty Awards

Velociti Services recognizes, on a monthly basis, all team members who have reached a tenure of 3, 5, 10, 15, 20, 25, 30 and 35 years (and additional years as needed). Each team member receives a framed certificate signed by company leadership, a specially designed lapel pin designating the anniversary year and a gift card (5 years and above). The certificate, pin, and gift card, if applicable, is presented to the team member by his/her supervisor during the month that tenure has been reached.

Employee Referral Program

To incentivize and reward incumbent team members to refer job candidates to Velociti, we have instituted a program where the referring team member received \$300 for each qualified candidate who remains with us for 90 days. This program has greatly assisted our recruiting efforts and brings new team members into the company with the same passion for excellence as do our current team members.

B) Unique Qualifications

Velociti Services is uniquely qualified as we have served Pima County with distinction for 23 years and have earned a stellar reputation among county officials for our cleaning excellence, cost efficiencies, partnership philosophy, and responsiveness. Today, we service 131 county buildings comprising of over 1 million square feet.

Company Geographic Coverage

We operate in 50 states under five geographic regions all led by experienced Regional Leaders.

Industries We Serve

We serve multiple industries to include:

- Government facilities
- Commercial real estate, Class A high-rise
- Shipping terminals and container ports
- Food Courts/Retail Concourses
- Residential including Apartment Complexes and High-rise Condominiums.
- Schools and Universities
- Hospitals, Medical Facilities, and Senior Care Living Centers
- Retail
- Sports and Leisure Venues
- Manufacturing
- Energy
- Pharmaceutical

Services Capabilities

Cleaning, Roads, and Grounds

We provide daily cleaning, routine/specialized building cleaning, recycling, waste management, linen services, landscaping, roads & grounds services, winter services, mat services, and more.

Building Maintenance

Providing both planned and reactive maintenance, Velociti provides external building, interior, elevator, mechanical, systems, forklift, security management, and ID services.

Physical Plant Operations

Our plant operations services include engineering, building automation systems, instrument calibration, water systems, HVAC (Heating, Ventilation, and Air Conditioning), chemical treatment, incinerator operations, solid waste management, fire systems, and more!

Hospitality Services

Velociti offers soft facility services for cafeteria, c-store, catering, vending, event services, reception area, shuttle bus services, and more.

Pharmaceutical Laboratory & EHS

We provide biology support, HPLC support media preparation, and autoclaves reagent management. We provide sample receipt and distribution for specialty and bulk gasses.

Other facility Support Services

Our team offers additional support services like mail services, document shredding, shipping & receiving, archive management, and more.



City and Government Services

Velociti Services has extensive expertise in providing custodial and other facility-related services to a wide range of government agencies including:

- Pima County, AZ
- Maricopa County, AZ
- City of Phoenix, AZ
- City of Tucson, AZ
- Sky Harbor International Airport (City of Phoenix)
- City of Jacksonville, FLA
- Pinellas County, FLA (Bridges)
- Florida DOT bridges
- City of Aurora, CO
- Baltimore Washington International (BWI) Airport
- FAA's William J. Hughes Technical Center, Atlantic City, New Jersey
- NJEDA - New Jersey Economic Development Authority
- Housing Authority of Winchester KY
- State of Kentucky (various buildings)
- Spokane Valley, WA
- Spokane Public Facilities District, WA

These highly regulated, specialized, and complex sectors require that Velociti perform at exacting performance standards in the areas of customer service/responsiveness, operating performance, cost efficiency, innovation, safety, and compliance to a diverse and geographically dispersed portfolio of assets. We are proud of our record of accomplishments in this sector.

Our Experience

At every location, our expertise enables us to provide:

- World-leading expertise in addressing cleaning, disinfection, and hygiene during pandemics, including SARS, H1N1, and COVID-19.
- Intimate knowledge of the exacting requirements and government/procurement standards associated with county and city facilities.
- The ability to recruit and train the best, most service-minded cleaning talent in Pima County, and helping them to put the county's needs first.
- Cost-effective cleaning of the highest standard, while ensuring compliance with health, safety and environmental regulations across industries and continents.
- Partnerships with world-leading suppliers and innovators in cleaning solutions to embrace the latest innovations, including self-driving robots that reduce water and chemical use, chemical-free and plant-based detergents, and much more.
- Services that reduce waste and lower our environmental impact by recycling, saving on energy emissions, and cutting the use of plastic, transport, and packaging.

The Velociti Services Approach

Velociti Services follows the principles of the Argenbright Group in providing responsive and legendary service to our customers and, by doing so, delivering a level of service that is unmatched by any of its competitors in an industry that is typically viewed as solely commodity and cost based. Our vision is be the most respected facilities services company in the world. We don't want to do facilities services better; we want to change the paradigm to create a brand-new industry based on people and relationships. This fuels unprecedented team member engagement and loyalty that is translated into service excellence, measurable value to our customers and long-term client retention.

We believe that our service offerings will continue to have the following benefits to Pima County, and equally important, to the local service team that supports you.

- Highly experienced, responsive, and tenured management team who share a passion for providing an elevated level of service and caring for its front-line team members, treating them as valued customers.
- A work culture based on mutual respect, recognition, trust, and dignity – we never forget that our services to you are only as good as how we treat our team members.
- Large and expanding presence in the State of Arizona that will lead to unprecedented career opportunities for our team members.
- Wide span and depth across markets, enabling us to better serve clients nationwide and to leverage more robust resources to support our clients and team members.
- An ability to attract the highest-quality, best-trained cleaning professionals in the industry.
- Flat, nimble, adaptable, and bureaucracy-free organizational structure
- Highly responsive regional and corporate support teams to address issues and concerns with a sustained level of urgency.

- Significant investments in our service team in the areas of infrastructure, technology, training, benefits, and human capital processes to enhance and better support the work product of each account team, district manager, and client.
- A philosophy of collaboration with the county – actively seeking the input and involvement of our customers and service teams to make our offerings better, cost-effective, and more value-driven with metrics that are customized to what is important to each client and their stakeholders.

Our competitive advantage is attracting people who care about the job they do, the people they support, and the impact they make. We enable and empower our work teams to provide the highest levels of service through proven processes and the latest tools, equipment, and comprehensive training to make their efforts a success - to both our team members and you!

All our teams take immense pride in what they do and leverage their years of experience to take care of county employees and the general public just like they would take care of their own families. Our frontline team members do not just understand how to clean to elevated standards, but why it is important to do so. They understand the impact they can make at the many county facilities they support.

Finally, using the latest technology, we inspect our work regularly and that of our subcontractor partners, evaluate its completion, and report on our progress and success (good and bad!). Our method of self-delivery brings you peace of mind by providing a single point of contact that ensures effective communication, updates on performance and, if required, areas of needed improvement

Facility Services Available from Velociti Services

Daily Cleaning

- Interior cleaning- Restroom care
- Exterior cleaning- Parking Lots
- Floor Care- Stripping waxing burnishing
- Quality Control Inspections
- Waste handling
- Work Order Completion

Engineering & Maintenance

- Training and Safety
- Audits and Assessments
- Compliance
- Building and Exterior
- Preventative Maintenance
- Inspection and Make Ready
- Water Intrusion
- HVAC and Boilers

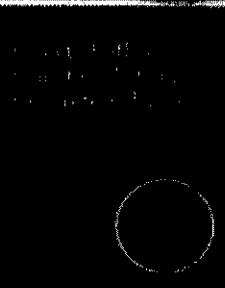
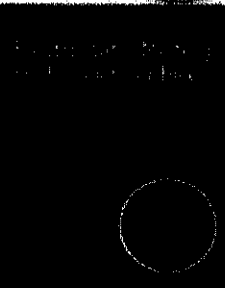
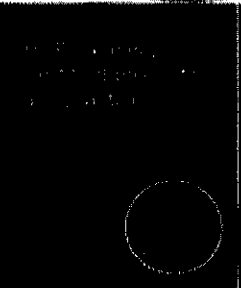
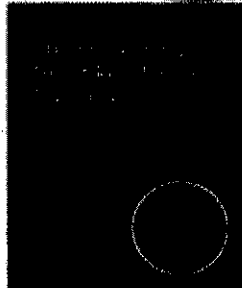
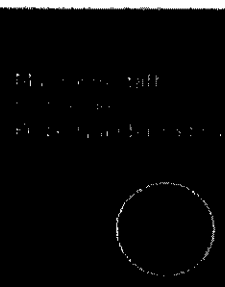
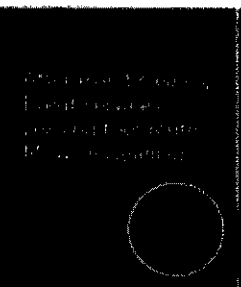
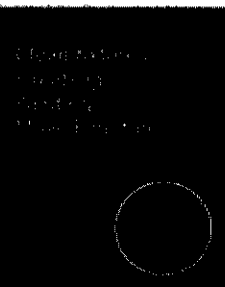
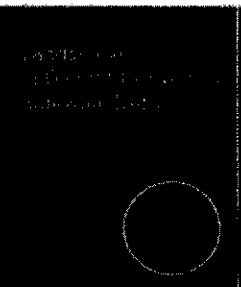
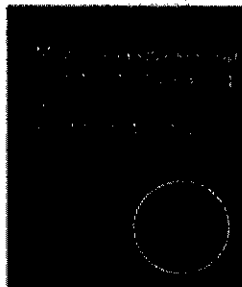
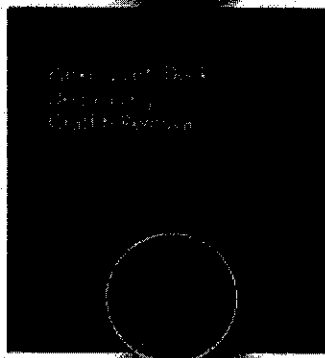
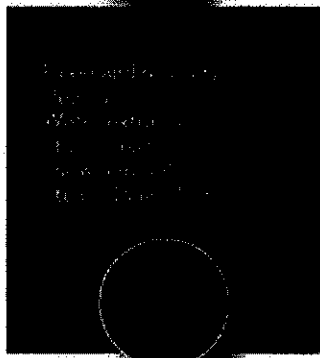
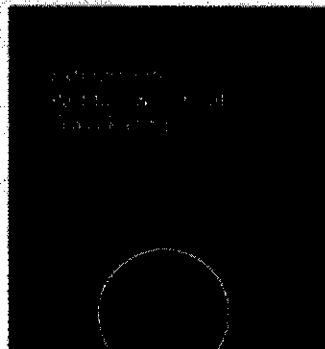
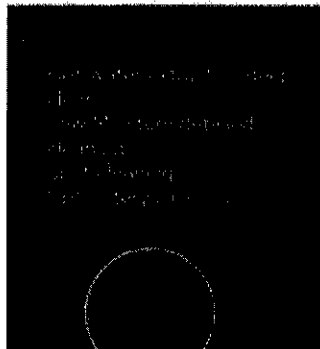
- Lighting and Fixtures
- Work Order Completion

Periodic Cleaning

- Carpet cleaning
- Floor maintenance
- Window cleaning
- Road sweeping
- Grounds cleaning

Specialized Cleaning

- Cleaning of fixtures and installations
- Duct and HVAC cleaning
- Height cleaning
- Laundry services
- Façade and signage cleaning



C) Specialized Programs:

Quality Control Program

GoSpot-Check

Velociti Services uses *GoSpot-Check*, a Mobile App designed to allow our field personnel to collect and share site-level data in real time. The app includes geotagging, timestamping, date stamping, and sharing of photos of cleaning conditions at each county building and contains a GPS tool to keep our service personnel within their geographic scope of work.

It also allows Velociti Services to attach instructions, guides, and training materials specifically related to the types of environments encountered through the course of service at each county property. It provides project-related photos, instructions, and SLA information to our team members who provide services at each building and common area, so they know exactly what is expected of them.

Proactive Plan

Our quality assurance programs mirror a *Six Sigma* process. We use contract specifications and the collection of quantifiable data, which is gathered through both inspections and your input, then we measure and track our performance. The inspection process is a closed-loop process that allows Velociti Services management the ability to quickly contact employees, resolve issues and to communicate effectively with representatives by responding with results in real-time. We can quickly identify locations and services within each property that may need improvement and make the necessary adjustments before a larger issue arises.

Electronic Recordkeeping System

GoSpot-Check keeps a record of all inspections, reports, feedback, health/safety/environmental task responses and corrective actions from day one of use.

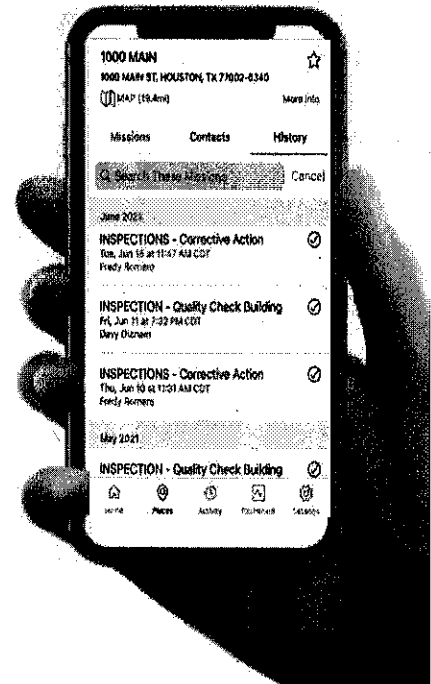
Along with inspections, GoSpot-Check also keeps a record of our safety reports and can have corrective actions generated for all these missions:

1. Quality Control Inspections
2. Annual HSE Risk Assessment
3. Monthly First Aid and Eyewash Check
4. Weekly Vehicle Check
5. Deficiency Log
6. Job Hazard Analysis training
7. Uniform Issued

Pima County Feedback

The system also allows client feedback to be entered directly so we can obtain real-time data on user satisfaction.

If negative feedback is given, it is logged within the quality system and the report is automatically sent to our Operations Manager for review. The Operations Manager would then work with our site supervisors to produce a plan to increase performance back to a satisfactory level.



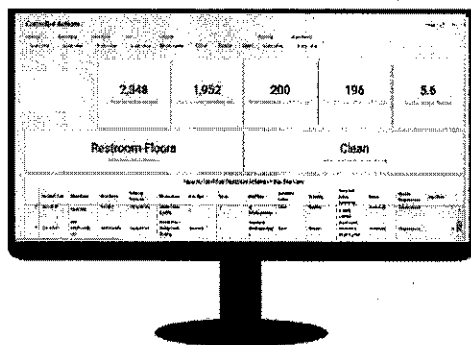
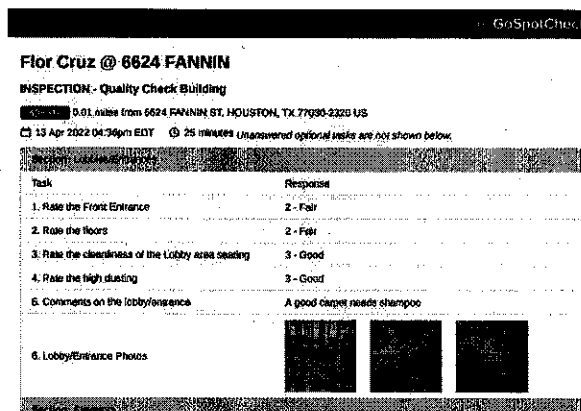
Identification and Correcting Deficiencies

GoSpotCheck is our auditing tool, so that site inspections can be conducted easily and in real time.

Any noted corrective actions or deficiencies are documented immediately and escalated for quick resolution through the corrective action functionality.

When conducting a Quality Check (QC) property inspection, if an area of the property being reviewed has a corrective action needed, then this is marked as "Action Needed" on the inspection sheet and the details needed to bring that area back to an acceptable standard is entered into the system. Photos can also be attached to ensure the correction need is clearly identifiable.

All QC Inspection reports are available immediately after the Inspection is finished and can be emailed directly to the appropriate client stakeholder in PDF format.

Compliance Resolution Program

Once the Inspection/task is completed in the system, the "Corrective Actions" are generated and shown as a new task called "Corrective Action Follow Up" which is visible to anyone who has access to the Mobile App for this location. Once the follow up action is complete, it is "resolved" in the system and the Mobile App user can no longer see it.

The Corrective Action also populates on the Corrective Action Dashboard, which is available through the online portal. The dashboard is available to our management team so they can monitor the resolution and closure of any actions needed in a timely fashion.

At any point of time, if a deficiency is found at the site this can be logged as a deficiency within the system which creates an entry on the Deficiency dashboard. This allows all users to be able to log any defects through the Mobile App that our management team can view in real time through the online portal and rectify the deficiency identified.

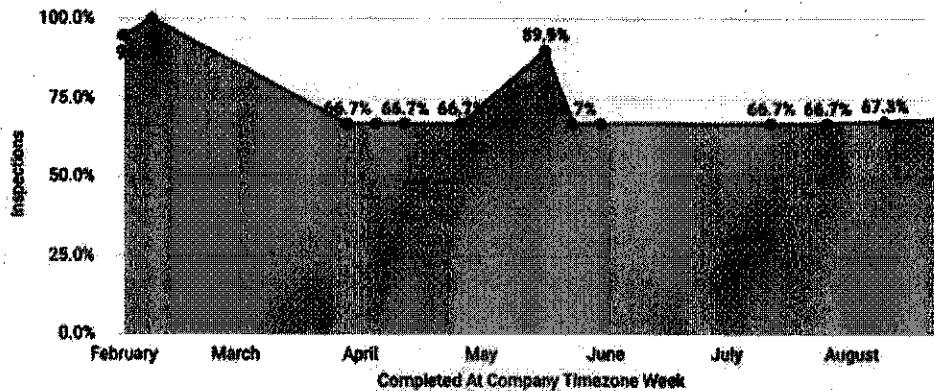
Our quality policy and Quality Management System (QMS) is part of our integrated management system, together with health and safety and environmental management. Quality manuals are developed for each property using the QMS to ensure that they control the right quality definitions for each stakeholder group.

Comparative analysis graphs showing how one area is performing against the next, trend analysis comparing areas over time, and graphs showing the performance against specific task types can all be produced in GoSpot-Check. The results of the audits will be evaluated regularly, and inconsistencies and deficiencies will be noted and rectified.

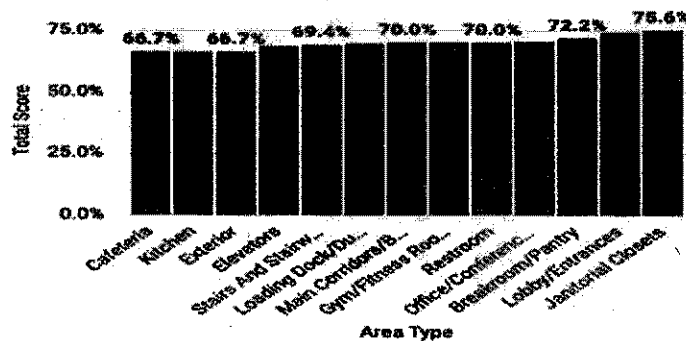
Audit and Inspection Schedule

As our quality system is fully automated, we can set a schedule for when inspections/audits are performed, agreed between us, and the reports can be auto scheduled to be delivered directly from the system at to what time and interval we mutually agree.

Inspection Ratings Over Time ①



QC Ratings by Area Type



Operational Deficiency Action Plans

In the event a serious concern or pattern of non-compliance/performance defects is identified, senior leadership will immediately set up a call with our Site Manager, and appropriate property management representatives to obtain the details of the issue, its impact, required actions, and client expectations. With the oversight of our Operational Excellence Team, we will create a 30-day action plan (with weekly milestones and assigned owners) to remedy the conditions and causes related to each concern. Our Senior Vice President of Organizational Excellence, John Garrigan, along with Thomas Givens, our President, and the affected regional leader, will work with our corporate, regional, and local teams to develop a "Client Concern Action Plan" and performance improvement dashboard that includes the following information:

- Location/date/Velociti management customer relationship owners
- 30-day client issues/expectations (from client feedback)
- 30-day deliverables
- Action Plan for each issue identified:
 - Task description
 - Owner
 - By when
 - Status
 - Status date

Each action plan is updated weekly after a conference call between John Garrigan and our regional and local operational leaders and the updated plan is forwarded to the company's president, Thomas Givens. Resolution only occurs when we receive specific feedback from your property management team(s) and documentation from our service team, that your stakeholder is satisfied, and the deficiency has been corrected.

Safety and QA Plan

Safety Plan

Our safety program, which is entrenched in our operational plan, is managed by Barry Poston, our senior Health, Safety and Environmental (HSE) executive who leads our risk and safety program. Program elements include:

- Comprehensive workplace safety and OSHA (Occupational Safety and Health Administration) compliance policy.
- A detailed Health and Safety Site and Project Risk Assessment for each job function and working environment to ensure we are in full compliance of Velociti's Health, Safety and Environment policies, OSHA and other regulatory agency requirements, paired with your site-specific safety and risk management mandates and protocols.
- Extensive, multi-dimensional safety training program.
- Management accountability at all levels for reducing injury frequency and severity.
- Monthly corporate audits of our operations that assess compliance to Velociti, client and OHSA standards and practices, to include shift visits with our front-line personnel, safety roundtables and safety observations or work-in-progress.
- Site and position-specific safety information at all employee clock-in locations

- Structured on-the-job training that includes detailed instructions on job hazards and how to avoid/mitigate injuries.
- Personal protective equipment standards.
- Required monthly training sessions (ALL TEAM MEMBERS) through HSI, our interactive safety learning management system.
- Utilization of a nurse triage program through our workers compensation third party provider that is used to assess each injury, recommend the appropriate treatment strategy, and ensure each employee is provided with the best care possible.
- Performance dashboards and trend analysis.
- The use of Benchmark ESG, a state-of-the-art enterprise-wide software platform that stores safety incident data, analyzes trends and root causes, tracks corrective actions, creates detailed JHA, and identifies areas of non-compliance.
- Comprehensive program review by our insurance broker, Lockton, who assists Velociti in integrating industry best practices into our program.

Training

Velociti Services will fully comply with the county's training requirements for contractors as outlined in 5.1 of the Scope of Work. All training will be open to County observation.

On-the-Job Training

All Velociti team members must satisfactorily complete a comprehensive and supervised job certification process that includes classroom and on-the-job training modules over a two-week period. Process elements include detailed floor/area work plans, illustrated cleaning guides for each task and workplace safety protocols all under the umbrella of the requirements associated with our services agreement. Areas of focus will include:

- Site/work area familiarization to include storage closets for equipment and supplies
- Job duties based on the county's Scope of Work document and performance expectations
- Correct use of equipment
- Security rules and procedures
- Trash and waste disposal
- Janitorial cleaning (surfaces, appliances, fixtures)
- QC inspections
- Desired end-result and acceptable defect rate

Safety Training

Velociti's safety training includes the following elements:

- Copy and explanation of the OSHA standard.
- HAZMAT to include chemicals used, proper use, locations, MSDS (how to read) along with proper chemical dilution ratios, per county standards
- Epidemiology and symptoms of bloodborne pathogens, modes of transmission and prevention/exposure reduction
- Biohazard signage, labels, and color-coding
- Velociti Services Exposure Control Plan and how to obtain a copy.
- Use and limitations of engineering control, work practices, and PPE.
- Hepatitis B Vaccine
- Emergency procedures and Exposure incident procedures

In addition, per County requirements, employees and supervisors will be provided with no less than two hours training on hazardous materials (see above) and asbestos. Records of employee attendance will be signed and dated and certified by Velociti Services and submitted to the Facilities Management Department prior to the employee's first day of work.

Our training plan identifies all Environment, Health, and Safety (EHS) specific training required for our team members. The result produces safety conscious team members who are receptive to learning and instilled with a safety culture. Depending on their position, team members receive between 8-20 hours of safety-related training annually (which occurs monthly). We ensure EHS related training is identified, developed, delivered, and tracked to meet the needs of the regulations for the specific operation, risk, and team member. This training is deployed through an online Learning Management System (LMS) and hands-on via equipment, chemical and supplies management and usage. We track and record our training through our web-based system.

Courses to be completed each year at site are:

- | | |
|--------------------------------|----------------------------------|
| • Back Injury Prevention | • Active Shooter: Run/Hide/Fight |
| • Suspicious Packages | • Bloodborne Pathogens |
| • Violence in the Workplace | • Slips/Trips/Falls |
| • Small Spill Response | • Personal Protective Equipment |
| • Heat Stress in the Workplace | • Lockout/Tagout |
| • Hazard Communication | • Ladder Safety |

Risk Training

To ensure team members possess the required knowledge to safely perform their role, each element of work within our Standard Operating Procedures (SOPs) include Job Hazard Analysis sheets for our team members to review and sign off their understanding of the content. In the future we will be able to manage this process through our Quality Management System, GoSpot-Check, to automatically monitor this compliance.

To facilitate the above training, Velociti Services has developed a comprehensive collection of SOPs based on years of operating experience and the resources of select key vendors. The combination of the Velociti Services capabilities and the research and development of our key vendor partnerships offers state-of-the-art methods, tools, and chemistry. As part of our transition process, we will customize each SOP to the specific requirements and quality standards.

Standard Operating Procedures (SOPs) Training

Velociti Services has developed a comprehensive collection of SOPs based on years of operating experience and the resources of select key vendors. The combination of the Velociti Services capabilities and the research and development of our key vendor partnerships offers state-of-the-art methods, tools, and chemistry. Components of these procedures include:

- A. Step-by-step illustrated guide with multimedia support, product specifications and ordering URLs
- B. Method Cards – an abbreviated reminder for team members to keep in possession on the job site.
- C. Wall Charts- Illustrations mounted in strategic locations in the account space to remind all team members of procedures, safety, and sustainability measures.
- D. Workflow – Using a strategic path and routine for each type of space serviced to maximizes efficiency.

Each SOP will be customized to the county's Scope of Work and cleaning standards. Key outcomes of training:

- How to properly clean their assigned area
- How an area should appear after their work (chair placement, handprint removal, etc.)
- Restocking all dispensers

Emergency Response Plan

Velociti Services has in place an HSEQ policy and procedure which outlines the company's emergency response plan governing a wide range of emergency conditions. The policy provides general guidance on what team members should do in an emergency that are customized to the county's protocols for occupants and contractors. At a minimum, the response plan will address the following:

- | | |
|--|---|
| • Medical emergency | • Workplace violence to include threats |
| • Fire including brush fires | • Bomb threats |
| • Fire alarm | • Crime-in-progress |
| • Evacuation to include evacuation routes and assembly areas | • Elevator entrapment |
| • Earthquakes | • Power outage |

- Flooding
- Active shooter
- Chemical spill

The plan will also outline site-specific contacts and emergency numbers along with associated materials.

Biohazard Spill and Clean-up Training

All team members have Biohazard e-learning as part of their standard training. In addition to the training, the team members who are designated to deal with spills will be offered a Hepatitis B Vaccination to ensure they are protected against any cross contamination. A team member can decline the vaccine if they sign the declination form.

To ensure the supplies needed for a Biohazard clean-up are readily available, we would ensure we had many Blood Borne Pathogens (BBP) packs distributed in Janitorial Closets around the facility. Once used, the pack would be replaced, and the spoiled pack and all its contents would be disposed of immediately in the red trash bag that is supplied in the pack.

7.3 Key Personnel

A) LEADERSHIP TEAM

Senior Leadership Team

Velociti maintains a focused corporate team to support our field service delivery process. Our corporate support team conducts weekly calls with our regional teams to ensure they are provided robust and meaningful resources and assistance to maximize their success in creating a safe and solutions-based service model for both our team members and clients.

Thomas Givens

Thomas Givens is Velociti's President and leads our National Operations effort in serving all aspects of servicing our customers. Thomas will serve as the county's most senior executive contact and will participate in regular contract performance reviews.

John Garrigan

John Garrigan is Senior Vice President of Organizational Excellence and oversees our operational excellence initiatives, risk, safety, team member culture, training, client engagement, and operational support. He has been a part of the Argenbright Family of Companies for 19 years. John will work with our national support and Operational Excellence teams in creating customized site-specific training and customer service programs/initiatives tailored to each property, as well as, establishing our quarterly business performance metrics and associated reviews in concert with Pima County.

Jenny Savage

Jenny Savage is Regional Vice President over Velociti's business portfolio for the West Region which includes the State of Pheonix. In this role, she is responsible for operations, service excellence, client retention, business development, and financial performance.

Billie Ann Reader

Billie Reader is Vice President of Organizational Excellence and leads our Operational Excellence team. Billie will be guiding her team to ensure that all aspects of our service program at Pima County are being delivered within the standard outlined in the county's Scope of Work.

Barry Poston

Barry Poston is the companies, Health, Safety, Environment and Quality (HSEQ) Director. Barry has 20+ years' experience in HSEQ management having held senior level positions in both domestic and international operations across multiple industries. Barry will continue to work with our local service teams in conducting site risk assessments and ensure all county-specific safety and compliance requirements are met.

A) Organizational - National Level

Provide details of key personnel and describe their individual roles; include the total number of current employees within each role if applicable and a total number of employees for the organization.

Velociti Services employs over 3,700 team members and serves nearly 300 clients across 1,157 work sites.

B) Employment Level- Pima County

Provide the anticipated number of employees that will be required to successfully execute this contract with an explanation of how you arrived at this number. This can be either essay, chart form or a combination of both.

Velociti proposes to have 3,500 manhours a week to service all groups within the RFP. The hours needed were calculated in part by Time Engineering / Work loading the Scope of Work outlined in the RFP. This process captures how long and how many times it takes to complete a required task and the needed labor and equipment to service every area of a facility in an effective manner. This data allows us to determine the exact duration of time needed in each of your facilities and, in doing so, craft a customized workforce resource matrix to maximize the cost effectiveness of our services.

Where service requirements are less the 3 times a week and or where the cleaning needs are less than 2 hours per service we look to combine sites that are geographically close to each other into a route for a custodian. If that isn't possible we will allocate a minimum number of hours per visit to ensure that we are able to retain a custodian in the role.

C) Qualifications and Experience of the Management Team

Local Leadership Team

Our local leadership team will continue to support Pima County. Both Randall and Roberto have extensive institutional knowledge of Pima County and the exact standards that are reflected in the contract's Scope of Work. Both managers are supported by a team of service professionals in the areas of recruiting, hiring, training, quality assurance, customer service and administration.

Randall Singh

Randall Singh is Velociti's Director of Operations directly oversees Velociti's operations in the Greater Phoenix area to include Pima County. He is responsible for all business processes including, hiring, training, scheduling, contract compliance, auditing, budgeting, and operations.

Roberto Reyna

Roberto Reyna is Velociti's District Manager for Arizona where he oversees the Pima County contract. Roberto has 29 years of facility management experience in both the public and private sectors. His hands-on approach with both clients and the team members he serves has earned him a high level of respect and has resulted in low team member turnover and high satisfaction from the discerning client he supports on a daily basis.

7.4 Transition Plan

A) Timeline:

Provide a proposed transition plan which shall include a detailed timeline describing how this transition will successfully be completed. This can be in the form of a chart, essay form or any combination thereof

Transition Plan – We will be adding all new equipment for this Scope of Work -Groups 1-5

Velociti Services' transition plan is comprehensive and highly communicative. We have utilized this process with repeated success at other large transitions. Our focus is to immediately get in front of the onsite team at new locations to let them know who we are and hopefully relieve much of the angst and worry that many times is associated with a transition. This is accomplished in a variety of ways, including:

Initial welcome letter to the onsite team transferring to Velociti and instructions on how to apply with us.

- Site visits by members of our partnership transition team.
- Staff welcome meetings scheduled at convenient times during the first week of transition team presence.
- Weekly transition updates
- Continuing site and shift visibility of Velociti's management team
- Pre-assignment training program that centers on supporting Pima County and how our onsite team can maintain continuous support through engaging hospitality.

We also will follow a detailed four-phased transition plan and manage to this plan using daily and weekly transition dashboards for the property. This will include daily updates to the facilities manager, as needed, and a weekly update of the master transition plan. The transition process will be facilitated by our team of seasoned transition team members.

Implementation Phases

Phase I: Strategic Planning

Upon award, Velociti Services will assemble our transition team for Pima County. We will jointly establish daily and weekly milestones and meet with Pima County Representatives weekly to report our progress and document it in a formal transition update document that will begin on contract award and end upon service activation.

In anticipation of the transition period, our transition team will review the following:

- Overview of property at new locations
- Building statistics
- Hours of operation
- Pima County employees and departments, vendors, contractors
- Features and amenities

- Nuances and unique Pima County requirements
- Summary of contract and service agreement requirements and cleaning quality requirements
- General Pima County custodial frequency
- Key client hot buttons
- Current incumbent staff including project manager.
- Work schedule and required staffing to include qualifications.
- Office space, IT needs, uniform requirements, office equipment and materials
- Personal protective equipment requirements
- Chemicals (to include MSDS) and needed supplies.
- Training requirements (pre-service, on-the-job, on-going)
- Development of key performance indicators
- Creation of 30-day transition plan and weekly milestones
- Standard Operating Procedures setup: this would include updating/creating work plans and flow charts (duties, timing, steps, methods, expected outcomes) for each team member to ensure that on Day One, they know exactly how to execute their cleaning tasks and responsibilities.



Phase II: Human Resource Planning

Our Talent Acquisition Team will spearhead all recruitment needs to fill any current openings within our current portfolio and also fill any openings at new sites, or to replace any incumbent staff that will not be retained. Key focus areas will include:

- Assessment of current and post-transition staffing needs
- Sources of candidates, if necessary
- Recruiting events, if necessary
- Social media postings
- Interviewing, if necessary
- Job placement, if necessary
- On-boarding

Members of our local operations team will meet with all incumbent cleaning staff members at new sites immediately after an announcement is made, indicating a contract change to determine their interest in remaining at the site and assessing their qualifications.

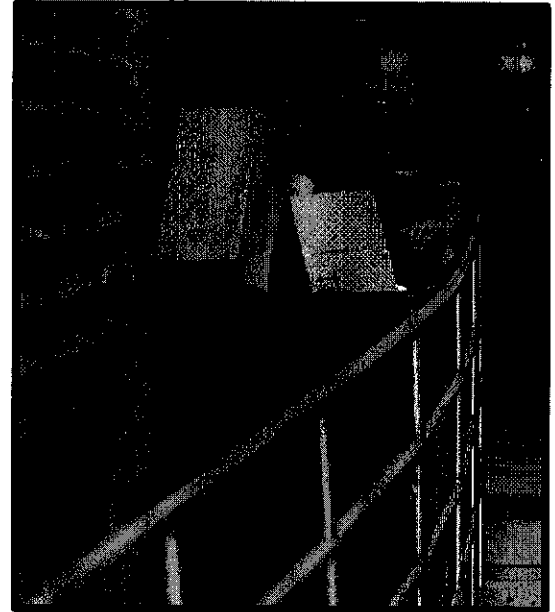


We will also utilize members of our People and Culture (P&C) to provide additional support and assistance to ensure compliance with union and regulatory requirements.

Phase III: Training

All new team members will undergo training to include:

- Company overview, performance expectations, pay and benefits (instructor-led)
- Role of Velociti Services; overview of key contract requirements
- Property overview and tour if new team members are onboarded.
- Customer service and conflict resolution training
- Job Hazard Analysis Training – every team member will review the JHA's associated with their role to ensure we are able to mitigate as many risks to our employees and your sites as possible.
- Hands-on Training – on-the-job training for our team members on all our procedures and processes to ensure all team members understand our standards of executing operational excellence.
- Computer-based training modules – we have an extensive program of e-learning to induct team members into Velociti Services



Phase IV: Launch

On the week prior to go-live and the week of go live, our partnership transition team will be at the building along with regional leadership to ensure that transition day is transparent to Pima County Representatives.

Key activities will include:

- Welcome the new team members to Velociti Services and issue them with uniforms and commence training.
- Conduct a Health and Safety Site Risk Assessment to ensure we are in full compliance of Velociti's Health, Safety and Environment policies.
- Conduct a detailed Quality Inspection
- Senior Site Management Inspection

Phase V: Evaluation

At the end of each day, during the go-live week, we will provide daily updates to property management as to the status of the transition and solicit feedback on any issues, concerns, and challenges we have noted, and you have raised to ensure a fast resolution. This cadence will drop to weekly for the first month and then monthly thereafter.

Detailed Transition Activity Checklist – Key Actions

30-45 Days Prior to Launch

- Define the transition team's roles and responsibilities.
- Review expectations of all team members.

25 Days Prior to Launch

- Confirm transferring team members from current team
- Tour of the property to include all offices, common areas, and exterior.
- Identify key "special" requirements.
- Ashley Todd (Talent and Acquisition Director) begins onboarding process for transferring staff

20 Days Prior to Launch

- Start development of operations management procedures
- Complete system setups
- Start development of work plans for all areas

10 Days Prior to Launch

- Transferring team members attend a Velociti orientation facilitated by our operations team and People & Culture manager.

5 Days Prior to Launch

- Project Manager will work with our regional operations team and the facilities management team to ensure that all contract specifications are met.
- Review of all team member schedules and assignments.
- Briefing with all supervisors to review job assignments.
- Supervisors test all equipment.

1-5 Days Prior to Launch

- Deliver and distribute uniforms.

Launch Day – Day 5

- Velociti operations leadership on-site
- (Insert Onsite Leadership)
- Customer service is available to assure a smooth transition.
- Meetings with Pima County management to review progress and address concerns.

- Inspection by the Transition Team, Regional Leader, and Project Manager.
- Observation of cleaning effectiveness and efficiency of assignments.
- Follow-up by the operations management team.

Post Go Live

- Daily transition calls – Week 1 post go live.
- Weekly transition calls – Month 1 post go live.
- Monthly review – Month 1-2 post go live.
- Quarterly Review – Month 3 post go live.

Service Assessments

Performance Metrics

At contract renewal, we will update and/or develop new specific and quantifiable key performance metrics for Pima County against which we can evaluate our service. Velociti Services has developed a Performance Scorecard process in concert with many of our large clients. This scorecard allows both you and Velociti to evaluate the performance of our commitment to operational excellence. Sample metric categories include:

- Compliance to scope of work and contract requirements
- Staffing (turnover; ability to staff each job at each site with qualified cleaners)
- Quality assurance audit results (facilitated by Velociti district managers who are responsible for the location where the sub-contractors are assigned)
- Has the vendor performed to the performance and quality standards established by Velociti and Pima County?
- Availability and responsiveness of Velociti to county requests, issues, concerns to include resolution time
- Open issues, on-going concerns, required service defect escalation, if applicable
- County facility managers' satisfaction to include any service defects
- Risk (safety and liability issues)
- Spend versus budget
- Invoice timeliness and accuracy
- Pima County-specific (TBD)

Evaluations are conducted quarterly and annually in concert with our regular quarterly business reviews with Pima County officials.

Client Communications/Meetings

Our commitment to operational excellence hinges around meeting both internally as a team and externally with our customers at specific intervals to ensure that our efforts are designed to have the maximum positive impact in the marketplace. Roberto Reyna, Velociti's Portfolio Manager for the Pima County contract is in close communication with Stacy Smith, Program Manager with the County on a daily basis.

Weekly

Tactical meetings between our dedicated-on site personal and direct day to day customer contacts. These are designed to address the most important objectives and initiatives that we are working towards accomplishing as the needs of each county property shifts from one day or season to the next. These are more strategic and tactical in nature to address the routine on property operations and successful outcomes over short periods of time. Monthly meetings with Ms. Smith include detailed walking inspections of County buildings to ensure the County's standards associated with the Scope of Work are being met.

Monthly

Mid-range focused sessions that are held among the on-site leadership/management teams to look back on the most recent 30 days performance and look forward strategically to the upcoming 30 days. These meetings are to be strategic to look at the overarching operation and set goals to achieve better outcomes over longer periods of time across the broader business relationship.

Quarterly Business Review

For the new contract, Velociti would like to propose to facilitate Quarterly Business Review between County and Velociti senior representatives. These sessions include a focus on recent past performance as well as plans for future performance. Measuring and discussing results achieved with KPI's and SLAs are a critical component of these sessions. Having our most experienced leaders and executives invest in our programs and customer success is critical for a long-term progression of the service program. A key component of these meetings is to ensure that past action items and commitments made have been complete or have had traction since the last interaction and that our entire company is supporting this program success.

Annual Review

Having our entire team including our Executive Leadership invested in Pima County and the success of its janitorial services program is a staple of our business. Velociti's President, SVP, Operations, SVP, Organizational Excellence, Regional Vice President, and our local leadership team will participate in this review.

B) Additional Services:

Provide a plan of action including timeline demonstrating how Contractor will provide quotes and assume Janitorial duties when a new office building is brought online.

For any facilities being bought online Velociti would perform a site walk, to enable us to visualize what needs the building will have for custodial services. Based on the site visit, building size, floor types and scope of work requested Velociti would calculate the man hours needed, based on ISSA production rates, and the equipment needed to perform the services.

The quote would be submitted to PIMA County through a pre-agreed quote template. When approved, depending on work force size needed, Velociti would require between 14 to 30 days to mobilize for the new building.

C) Supplies:

Define the Contractor's ability to maintain adequate stock of paper products, hand soap and other essential products to be used in County Facilities. Include contingency plans should unforeseen shortages occur.

Janitorial Closet Storage, Products, & Chemical List- Emergency Plan

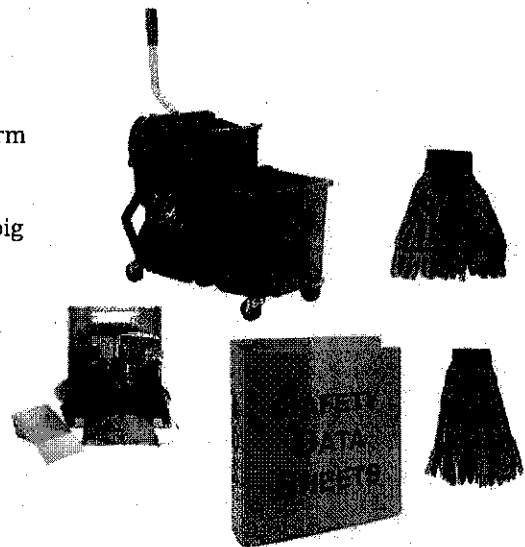
Teams that are not at stand-alone sites will be issued with a company vehicle to transport them between locations. Any equipment that will be shared amongst those sites will be stored in the vehicle. Emergency contingency plan- We hold residual stock of supplies and Tucson and Phoenix Regional Office

Each team member will be issued with the appropriate equipment to be able to efficiently perform their tasks, plus additional tools stored in the janitorial closets.

Stored In Each Janitorial Closet

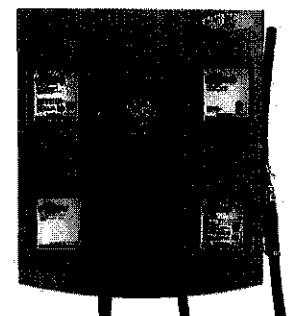
Each janitorial closet will have the equipment that is needed to perform custodial services. Space permitting, each closet will have:

- Heavy Duty Microfiber String Mop and bucket – for big spills
- Backpack and/or upright vacuums
- Wet Floor signs
- Bloodborne pathogen kits
- Color coded collection bin for dirty microfibers
- SDS booklet



The Janitorial closets will also hold the supplies and consumables for each concourse, and this will consist of:

- Core chemicals: Ready To Use (RTU) bottles or a j-fill so they can be dispensed as needed.
 - J-Fill eliminates manual diluting.
- Toilet Paper, hand towels, toilet seat covers, feminine bin bags, trash liners, microfibers, and feminine hygiene products.



To ensure our team is able to perform their tasks safely we will also hold spare PPE in every closet, this will consist of:

- Nylon gloves
- Anti fog safety glasses
 - 99.9% UV Protection
 - 80% lighter than string mops
 - Eliminates time to re-fill mop bucket



Custodian Carts

Unger Utility Carts come with a drip tray design on the bottom to ensure that no spillages from the carts can spill on to the floors, also allowing more bucket stability.

Every restroom custodian will be equipped with a utility cart, which will have:

Hygienic Cleaning Tools:

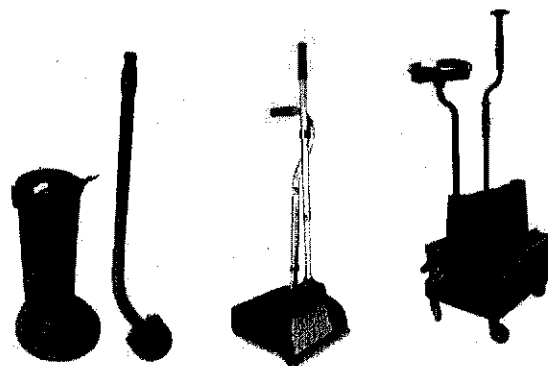
- Microfibers
 - Can be washed up to 300 times
- Used microfiber bin
- Red Nifty Nabber – to stop potential puncture wounds when emptying feminine bins



Ergonomic Tools:

In order to reduce team members' need to bend and/or stretch during their work day and to decrease travel time:

- Toilet brush
- Telescopic Lobby Pan and Broom
- Ergonomic handle minimizes hand and wrist strain
- Telescopic CEDUG Starduster
- Omniclean dual bucket flat head mop



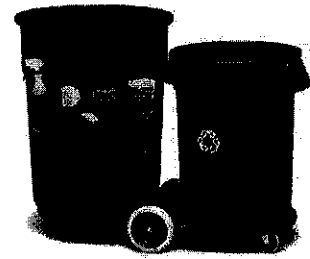
Cleaning Chemicals:

- Core Cleaning products: Alpha HP, Crew and Glance
- Stainless Steel Cleaner: Suma Inox

Trash Collection:

Every custodian will be equipped with:

- Dual Barrow, with casters and skirt (where recycling is needed)
- Tilt Truck (where site is large enough)
- Microfibers 2000 – Heavy Duty
 - Reduces surface debris and lowers bacteria levels be over 96%
 - Can be washed up to 500 times
 - Designed for 5 Day a week cleaning Core Chemical: Alpha HP



Equipment Set-Up

15 minutes prior to the end of each shift the team members will return their equipment to the janitorial closet it is assigned to and restock the cart in line with the Standard Operating Procedure (SOP) for that cart type. This would include:

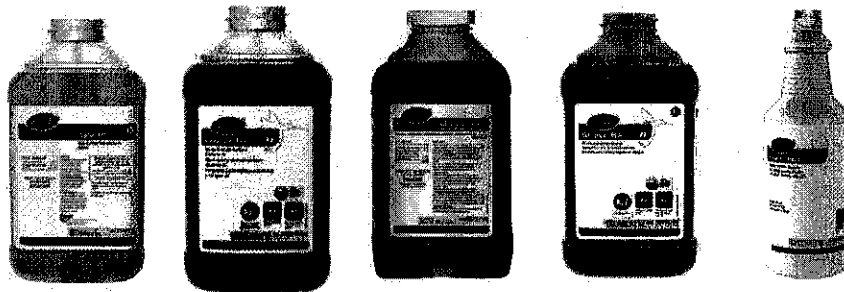
- Restock chemicals and supplies as needed.
- Put dirty microfibers in collection bin and replenish cart with new microfibers.
- Replace microfiber duster head if necessary.
- Empty flat Mop head dispenser and replenish with new chemical.
- Confirm all equipment is on the cart and nothing has been left on the concourse.

By restocking the janitorial carts at the end of each shift each team member is setting up the next team for success.

Core Chemicals

As part of our Green Cleaning program, we have 5 core products which are used to most of our daily cleaning tasks:

- Alpha HP 67 - Multi-surface disinfectant based on Accelerated Hydrogen Peroxide (AHP)
- Glance - Super concentrated, streak free, quick drying, non-ammoniated glass cleaner
- Crew - Non-acid restroom disinfectant cleaner that cleans, disinfects and deodorizes in one easy step.
- Prominence TM/MC Floor Cleaner - PH Neutral when diluted, with multiple dilution ratios dependent on soil loads.
- Emerel Plus - Alkan formula to quickly remove grease, soap scum and scuff marks without scratching. Use on Porcelain, ceramic, stainless steel, chrome, Formica and fiberglass.



Additional Cleaning Chemicals

In addition to the core chemicals, we have chemicals which are used for specific cleaning duties that require more than a standard cleaning product.

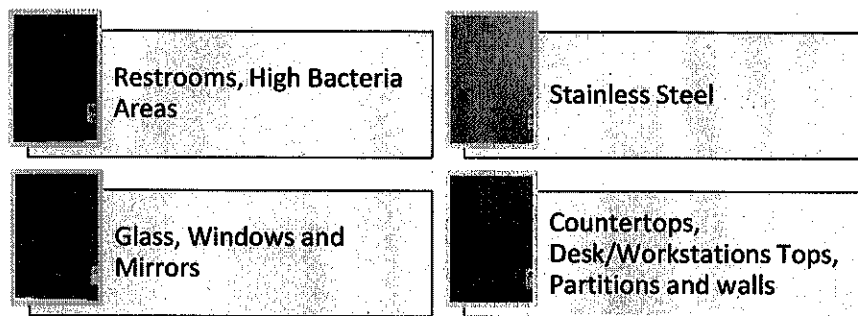
- Suma Inox D7 – Oil based, ready to use cleaner and polish for stainless steel, non-food contact surfaces
- Breakdown TM/MC Odor eliminator – extra concentrated, enzyme producing, odor eliminator
- Crew Clinging – Toilet Bowl Cleaner to clean away organic spoils, eliminates rust, lime, hard water and uric acid deposits. 9.25% HCL acid formula.
- Gum Remover – to remove gum and candle wax from carpets and upholstery
- Dry Foam Shampoo and Encapsulation Cleaner – wetting neutral carpet and upholstery detergent free from Alkalis and soap



Wipers and Dusters – Microfiber Technology

Velociti uses re-useable, launderable, microfiber cloths which reduce paper waste. When possible and effective, microfiber cloths and mops will replace other disposable cleaning tools (i.e., sponges, scrub pads, cloth rags, cloth mops, dusters) with shorter life cycles to minimize waste. When possible, microfiber cloths will be used without chemical cleaning agents to minimize chemical use.

We use a color-coded cleaning system to ensure we do not cross contaminate bacteria from one area to another, and also to ensure that chemicals that should only be used in certain areas do not get accidentally used in common areas.



Products & Machinery

Establishing a superior product range as well as the most innovative products and chemicals available is essential to providing your facility with the highest quality of cleaning. As part of our efforts, we have established a specific range of cleaning products and equipment with key suppliers including Kimberly-Clark, Diversey, 3M, Vileda, Rubbermaid, Karcher, Opalio, and Clean Core.

Velociti Services has invested in the most powerful and safe disinfecting equipment and chemicals approved by the EPA (Environmental Protection Agency). The systems we utilize disinfect surfaces by spraying a mist which electrostatically attracts to surfaces like a magnet and the sprayer equipment uses Oxivir TB resulting in a colorless and environmentally friendly solution.

Compliance

All chemistry is registered with by the EPA at the highest classification of disinfection recommended by the CDC and WHO to treat emerging pathogen threats like Coronavirus (COVID-19), Candida Auris, and future threats. This solution is fast, affordable, effective, and easy to administer. In just four minutes the solution will kill a range of infectious diseases including Cold & Flu, Coronavirus, Norovirus, Hand, Foot & Mouth, Measles, and MRSA.

Sustainability & Green Cleaning Program

We will continue to provide our services in an environmentally friendly way through our Sustainability and Green Cleaning Program..

Low Environmental Impact Cleaning Policy

HHPC (Healthy High-Performance Cleaning) aligns with LEED policies and procedures which insist on:

- Sustainable cleaning systems
- Use of sustainable cleaning products
- Use of chemical concentrates and appropriate dilution systems
- Proper training of maintenance personnel in the hazards, use, maintenance and disposal of cleaning chemicals, dispensing equipment, and packaging
- Use of cleaning equipment that reduces impact on the environment

Low Environmental Impact Cleaning Equipment Policy

Velociti Services adheres to a cleaning equipment policy that specifies:

- Vacuum cleaners meet the requirements of the Carpet & Rug Institute Green Label Program and can capture 96% of particulates 0.3 microns in size and operate with a sound level less than 70dBA
- Hot water extraction equipment for deep cleaning carpets that can remove enough moisture such that carpets can dry in less than 24 hours
- Powered maintenance equipment including floor buffers, burnishers and automatic scrubbers are equipped with vacuums, guards and/or other devices for capturing fine particulates and shall operate with a sound level less than 70dBA
- Automated scrubbing machines are equipped with variable-speed feed pumps to optimize the use of cleaning fluids

- Propane-powered floor equipment has high-efficiency, low-emissions engines
- Powered equipment is ergonomically designed to minimize vibration, noise, and user fatigue
- Equipment has rubber bumpers to reduce potential damage to building surfaces
- A log is kept for all powered housekeeping equipment; documenting the date of equipment purchase, all repair and maintenance activities, and includes vendor cut sheets for each type of equipment in use in the building

Uniforms

We are representatives of the officials and residents of Pima County and the many people who work, and conduct official business with the county; as such, we place great emphasis on the way our cleaners look. All employees will required our company's uniform that bear our logo and name and

Each team member is provided with three sets of professional uniforms (customized to the job they are assigned and the preference of our client). Garments include shirts, slacks, aprons, outerwear, safety gear, safety shoes and climate/weather-required supplemental items.

All team members will be issued with and must always wear, an identification badge that will include Team Member Photo, Team Member Name, Company name (logo and phone number), ID number and Team Member Position.


7.5 References- 3/28/24- 3 forms confirmed have been received by Pima County


A- Proposer must have three (3) professional references documenting the Proposer's ability and expertise in providing similar services to those requested in this solicitation. Proposer will provide Exhibit D: Reference Form (2 pages) to their clients and their clients will fax the reference forms directly to the Pima County Procurement Department no later than the closing date and time of solicitation. Proposer must verify that at least three (3) clients submit the form on Proposer's behalf. **Verified with Maricruz Lopez on 3/38**

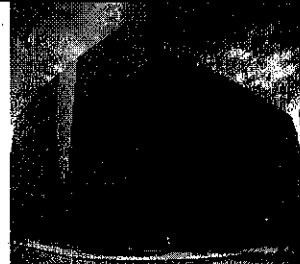
B- Compliance for Living Wage


Normally Living wage increases are effective from Jan 1st each year, in preparation for this increase we monitor the notifications quarterly, regarding Living Wage through the link below, this ensures that we are able to process all team member increases in time for the Jan 1st start.

We have earned the trust of many high-profile clients, including Pima County, with expansive public-facing facilities to include:

Pima County Facilities	Day and night cleaning programs as well as additional scopes of service as needed.	 PIMA COUNTY
150 W. Congress 3 rd Fl. Tucson, AZ 85701		
Square Footage: 1.25 million plus		
Years of Service: 23		
Facility Manager- Robert LaBlue		
Phone- 520-724-9523		
Email- Robert.LaBlue@pima.gov		

Maricopa County	Day and night custodial services	
301 W. Jefferson Street, Suite 700		
Phoenix, AZ		
Square Footage: 285,804		
Contract inception: August 2023		
Contact: Robert Namor		
Phone: 602-506-8707		
Emai: Robert.namor@maricopa.gov		

City of Phoenix	Day and night custodial and floorcare services	
1833 W. Southern Ave.		
Mesa, AZ		
Square Footage: 280,000		
Years of Service: 4.5 years		
Contact: Todd Shackelford		
Phone: 408-229-6363		
Email: Todd.shackelford@phoenix.gov		

Footprint Center (Pheonix Suns)	Pre-event and post-event cleaning and floorcare; special cleaning projects	
201 E. Jefferson, Pheonix, AZ 85004		
Square Footage: 1 million		
Years of Service: 20+		
Contact: Alvin Adams		
Phone - 602-379-7633		
Email - aadams@phxses.com		

Local Client Testimonial


<p>"Velociti services multiple City of Phoenix buildings on a daily basis with a schedule set by the City's IFB (Invitation For Bid). Velociti as a company is very organized and responsive to the City of Phoenix's needs. From the time our IFB was awarded to now Velociti has taken on 14 additional City of Phoenix sites and continues to deliver on time consistent janitorial services. Velociti has been able to accommodate their services to all size municipal buildings from large to small. All requirements and services identified within the City of Phoenix's IFB/SOW have been met or exceeded annually."</p>	
	<p>Luis Agullera Management Assistant II City of Phoenix Public Library Department Burton Barr Central library 1221 N Central Avenue Phoenix 85004</p>

EXHIBIT D: REFERENCE FORM (2 PAGES)**PLEASE COMPLETE EACH AND EVERY SECTION.**Name of Vendor for whom reference is given: VelocitiYour organization's business name: Footprint CenterYour name and title: Megan Duffy, Director, Facility OperationsTelephone number: 602-379-2025 Email address: mduffy@suns.com

- Does Vendor currently provide your organization with (description of service), and at least for (minimum required years)?

Yes ☒ Service was provided from October, 2020 to September, 2025
 (Month, Year) (Month, Year)

No ☐

- Please briefly describe the scope of service and dollar value of the contract with Vendor:

Cleaning services for the Footprint Center Arena including seating, concourse, club spaces, exterior.

- Did Vendor meet all contract requirements satisfactorily: Yes ☐ No ☒
- How satisfied are you with the quality and accuracy of information provided by Vendor?

We have been having issues with the quality of services.

PLEASE RATE THE FOLLOWING ITEMS (circle one):

	<i>Unsatisfactory</i>	<i>Below Average</i>	<i>Average</i>	<i>Above Average</i>	<i>Exceptional</i>
1. Communications with Vendor:	0	1	2	3	4
Comments: _____					
2. Understanding of contractual requirements:	0	1	2	3	4
Comments: _____					
3. Completing projects on time within budget:	0	1	2	3	4
Comments: _____					
4. Vendor knowledge of services:	0	1	2	3	4
Comments: _____					
5. Vendors record keeping and billing accuracy:	0	1	2	3	4
Comments: _____					
6. Vendor's responsiveness and success at addressing problems that arise:	0	1	2	3	4
Comments: _____					

EXHIBIT D: REFERENCE FORM (continued)Name of Vendor for whom reference is given: Velociti

PLEASE RATE THE FOLLOWING ITEMS (circle one):

	<i>Unsatisfactory</i>	<i>Below Average</i>	<i>Average</i>	<i>Above Average</i>	<i>Exceptional</i>
7. Competence of professional services staff:	0	1	2	3	4

Comments: _____

8. Overall satisfaction with Vendor:	0	1	2	3	4
--------------------------------------	---	----------	---	---	---

Comments: _____

9. What are their strengths as a service provider?

They are always willing to have the conversations and take feedback.

10. What are their drawbacks as a service provider?

They have a hard time following through with what needs to be done.

Any other information that you would like to share about the Vendor:

Your Signature: Megan DuffyPlease email this form by **April 5, 2024**, no later than **2:00 PM local Tucson, AZ time** to:

Maricruz Lopez
Procurement Officer
Pima County Procurement Department
Email: maricruz.lopez@pima.gov
Tel: (520) 724-3736

Vendor may contact you if Reference Form due-in schedule has been revised by subsequent solicitation amendment.
The published revised due-in schedule will supersede above schedule.

Thank you for your time. Pima County sincerely appreciates your cooperation.

END OF EXHIBIT D

EXHIBIT D: REFERENCE FORM (2 PAGES)**PLEASE COMPLETE EACH AND EVERY SECTION.**Name of Vendor for whom reference is given: Velociti ServicesYour organization's business name: NextivaYour name and title: Brian Polokoff Sr. Facilities ManagerTelephone number: 602-810-5504Email address: brian.polokoff@nextiva.com

- Does Vendor currently provide your organization with (description of service), and at least for (minimum required years)?

Yes ☒ Service was provided from 06-2023 to Present
 (Month, Year) (Month, Year)

No ☐

- Please briefly describe the scope of service and dollar value of the contract with Vendor:

Provide daily janitorial services included day porters, night cleaners and a floor tech once a week

- Did Vendor meet all contract requirements satisfactorily: Yes ☒ No ☐

- How satisfied are you with the quality and accuracy of information provided by Vendor?

We are extremely satisfied with Velociti and the services they provide. I worked with this organization for 6.5 years while the Director of Facilities at the Footprint center. After career change I brought them over based on the quality of work.

PLEASE RATE THE FOLLOWING ITEMS (circle one):

	<i>Unsatisfactory</i>	<i>Below Average</i>	<i>Average</i>	<i>Above Average</i>	<i>Exceptional</i>
1. Communications with Vendor:	0	1	2	3	<input checked="" type="checkbox"/>
Comments: _____					
2. Understanding of contractual requirements:	0	1	2	3	<input checked="" type="checkbox"/>
Comments: _____					
3. Completing projects on time within budget:	0	1	2	3	<input checked="" type="checkbox"/>
Comments: _____					
4. Vendor knowledge of services:	0	1	2	3	<input checked="" type="checkbox"/>
Comments: _____					
5. Vendors record keeping and billing accuracy:	0	1	2	3	<input checked="" type="checkbox"/>
Comments: _____					
6. Vendor's responsiveness and success at addressing problems that arise:	0	1	2	3	<input checked="" type="checkbox"/>
Comments: _____					

EXHIBIT D: REFERENCE FORM (continued)Name of Vendor for whom reference is given: Velociti Services

PLEASE RATE THE FOLLOWING ITEMS (circle one):

	<i>Unsatisfactory</i>	<i>Below Average</i>	<i>Average</i>	<i>Above Average</i>	<i>Exceptional</i>
7. Competence of professional services staff:	0	1	2	3	<input checked="" type="radio"/>

Comments: _____

8. Overall satisfaction with Vendor:	0	1	2	3	<input checked="" type="radio"/>
--------------------------------------	---	---	---	---	----------------------------------

Comments: _____

9. What are their strengths as a service provider?

10. What are their drawbacks as a service provider?

None to date

Any other information that you would like to share about the Vendor:

Your Signature: Please email this form by **April 5, 2024**, no later than **2:00 PM local Tucson, AZ** time to:

Maricruz Lopez
 Procurement Officer
 Pima County Procurement Department
Email: maricruz.lopez@pima.gov
 Tel: (520) 724-3736

Vendor may contact you if Reference Form due-in schedule has been revised by subsequent solicitation amendment.
 The published revised due-in schedule will supersede above schedule.

Thank you for your time. Pima County sincerely appreciates your cooperation.

END OF EXHIBIT D

EXHIBIT D: REFERENCE FORM (2 PAGES)

PLEASE COMPLETE EACH AND EVERY SECTION.

Name of Vendor for whom reference is given: VELOCITY SERVICESYour organization's business name: CITY OF PHOENIXYour name and title: TOOD SHACKELFORD DEPUTY DIRECTORTelephone number: 603-398-4267 Email address: TOOD.SHACKELFORD@PHOENIX.GOV

- Does Vendor currently provide your organization with (description of service), and at least for (minimum required years)?

Yes ☒ Service was provided from 2019 to CURRENT
 (Month, Year) (Month, Year)

No ☐

- Please briefly describe the scope of service and dollar value of the contract with Vendor:

FACILITY CUSTODIAL SERVICE INCLUDING BUT NOT LIMITED TO RESTROOMS, FLOOR WORK, WINDOWS ETC.

- Did Vendor meet all contract requirements satisfactorily: Yes ☒ No ☐

- How satisfied are you with the quality and accuracy of information provided by Vendor?

EXTREMELY... IN NEARLY TWO DECADES OF FACILITY MANAGEMENT I HAVE NOT WORKED WITH A BETTER CUSTODIAL FIRM.

PLEASE RATE THE FOLLOWING ITEMS (circle one):

	Unsatisfactory	Below Average	Average	Above Average	Exceptional
1. Communications with Vendor:	0	1	2	3	<u>4</u>

Comments: OUT STANDING PROACTIVE COMMUNICATION

2. Understanding of contractual requirements:	0	1	2	3	<u>4</u>
---	---	---	---	---	----------

Comments: S.O.W. HAVE ALWAYS BEEN WELL COMMUNICATED & UNDERSTOOD

3. Completing projects on time within budget:	0	1	2	3	<u>4</u>
---	---	---	---	---	----------

Comments: NEVER HAD AN ISSUE WITH TIME OR BUDGET COMMITMENTS

4. Vendor knowledge of services:	0	1	2	3	<u>4</u>
----------------------------------	---	---	---	---	----------

Comments: VERY WELL TRAINED & KNOWLEDGEABLE STAFF

5. Vendors record keeping and billing accuracy:	0	1	2	3	<u>4</u>
---	---	---	---	---	----------

Comments: NEVER ENCOUNTERED ANY ADMINISTRATIVE ISSUES

6. Vendor's responsiveness and success at addressing problems that arise:	0	1	2	3	<u>4</u>
---	---	---	---	---	----------

Comments: VELOCITY IS ONE OF THE BEST IN THE BUSINESS IN ALL ASPECTS. CONTRACTED WORK, CUSTOMER SERVICE ADMINISTRATION ETC.

EXHIBIT D: REFERENCE FORM (continued)

Name of Vendor for whom reference is given: VELOCITY SERVICES

PLEASE RATE THE FOLLOWING ITEMS (circle one):

	Unsatisfactory	Below Average	Average	Above Average	Exceptional
7. Competence of professional services staff:	0	1	2	3	<u>4</u>

Comments: PHENOMINAL EXECUTION, PROMPT, & ATTENTIVE

	Unsatisfactory	Below Average	Average	Above Average	Exceptional
8. Overall satisfaction with Vendor:	0	1	2	3	<u>4</u>

Comments: IN MY EXPERIENCE, I COULD NOT BE MORE SATISFIED

9. What are their strengths as a service provider?

IN ADDITION TO ABOVE... RESOURCEFUL, KNOWLEDGEABLE, TRAINED, EAGER TO PLEASE THE CUSTOMER.

10. What are their drawbacks as a service provider?

NOTHING COMES TO MIND

Any other information that you would like to share about the Vendor:

PLEASE CONTACT ME ON MY CELL IF YOU WOULD LIKE TO CHAT. GREAT COMPANY WITH GREAT STAFFYour Signature: 

Please email this form by April 5, 2024, no later than 2:00 PM local Tucson, AZ time to:

Maricruz Lopez
Procurement Officer
Pima County Procurement Department
Email: maricruz.lopez@pima.gov
Tel: (520) 724-3736

Vendor may contact you if Reference Form due-in schedule has been revised by subsequent solicitation amendment.
The published revised due-in schedule will supersede above schedule.

Thank you for your time. Pima County sincerely appreciates your cooperation.

END OF EXHIBIT D

7.6 Local Presence and Community Involvement

Velociti Services has a long-standing history with the State of Arizona as well as over 23 years of experience providing janitorial services for Pima County. Our proven expertise in supporting the various facilities throughout Pima County will be a key asset in maintaining safe, clean facilities for the area.

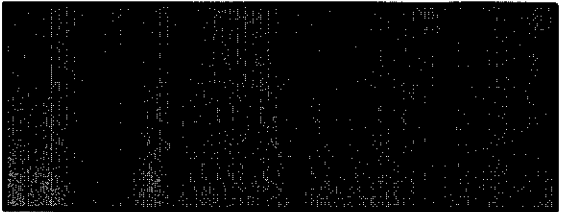
With over 566 team members covering the entirety of Arizona, Velociti Services not only has the resources to provide outstanding janitorial services to Pima County but will have direct communication with our Tucson Team should any issues arise. While headquartered in Atlanta, GA, we have two offices based in both Tucson and Phoenix which will allow us quick and easy access in administering janitorial services for Pima County.

At Velociti, we do more than facilities services. We deliver peace of mind and the promise that we'll have the best people, with the best training, expertise, and technology to make sure that the various facilities of Pima County stay in peak condition. As a part of our extensive recruiting and screening processes, we will focus our hiring efforts on the local populace of Pima County.

Velociti has maintained a strong emphasis on employing community-focused and diverse team members throughout our company's history. While other companies focus on their capabilities and services, Velociti chooses to focus on our people and relationships.


Additionally, Velociti's community ties to Pima County include supporting a variety of local organizations and events such as:

- Pima County PRIDE
- Women in Mining
- The Superior Court B. Mock Trial Tournament.
- Historic Court House B.
- Tucson Meal Yourself
- International Summit
- UA College of Law
- El Rio Health's Gala
- Gia Alumni Collective
- Weddings
- Dusk Festival
- The American Jewelry Design Council



3819 South Evans
Boulevard, Suite 307,
Tucson, Az. 85714

2328 East Van Buren
Street. Suite 106,
Phoenix, Az. 85006



SECTION TWO: OFFER AGREEMENT

Solicitation No. RFP-PO-2400011

Title: Janitorial Services

OFFER AGREEMENT

1. PURPOSE

This contract establishes a system-generated form Master Agreement ("MA") for Contractor(s) to provide Pima County ("County") with Janitorial Services on an "as required basis" by issue of Delivery Order ("DO") or Delivery Order Maximo ("DOM").

The established MA will be issued to all Contractors awarded on this contract. County will order Good/Services from the Contractor on the contract offering best value to County. Should that Contractor be unable to provide the Good/Service at the time requested, County will then order the Good/Service from another Contractor available on the contract.

The established MA will identify the Contractor to provide the required items as designated by the following groups:

- Group 1 – Downtown "D"
- Group 2 – Outlying Ajo Corridor "OA"
- Group 3 – Outlying West "OW"
- Group 4 – Outlying East "OE"
- Group 5 – Outlying South "OS"

2. CONTRACT TERM, RENEWALS, EXTENSIONS and REVISIONS

The MA will document the commencement date of the contract, and will be for a one (1) year period with four (4) one-year renewal options that the parties may exercise as follows: County will issue contract extensions, renewals, or revisions to Contractor with a revised MA document. Contractor must object in writing to the proposed revisions, terms, conditions, scope modifications and/or specifications within ten (10) calendar days of issuance by County. If Contractor does not notify county of any objections within that timeframe, the revision(s) will be binding on the parties.

3. CONTRACTOR MINIMUM QUALIFICATIONS

Contractor certifies that it is competent, willing, and responsible for performing the services or providing the products in accordance with the requirements of this contract. Contractor certifies that it possesses all licenses required by applicable Agencies to satisfy the requirements of this contract. Utilize **Exhibit B: Minimum Qualifications Verification Form (1 page)**.

4. PRODUCT OR SERVICE SPECIFICATIONS & SCOPE OF WORK

4.1. General Specifications

- a) See **Exhibit A – Scope of Work (35 pages)**
- b) See **Exhibit B – Minimum Qualifications Verification (1 page)**
- c) See **Exhibit C – Questionnaire (1 page)**
- d) See **Exhibit D – References (2 pages)**
- e) See **Exhibit E – Unit Prices (Excel Spreadsheet)**
- f) See **Exhibit F – Facility Counts (Excel Spreadsheet)**; all counts are ESTIMATES and should be verified by Offeror.
- g) See **Exhibit G – Green Cleaning Policy (5 pages)**

4.2. Grant Conditions

As applicable, at no additional cost to County, Contractor agrees to comply with all requirements included in the attached **Exhibit I: Grant Conditions (4 pages)**.

5. OFFER ACCEPTANCE & ORDER RELEASES

County will accept offer(s) and execute this contract by issuing an MA (recurring requirements) to be effective on the document's date of issue without further action by either party. The MA will include the term of the contract.

Pursuant to the executed MA, County departments requiring the goods or services described herein will issue a DO or DOM to the Contractor. County will furnish the DO or DOM to Contractor via facsimile, e-mail or telephone. **If County gives the order verbally, the County Department issuing the order will transmit a confirming order document to Contractor within five (5) workdays of the date it gives the verbal order.**

Solicitation No. RFP-PO-2400011

Title: Janitorial Services

Contractor must not supply materials or services that are not specified on the MA and are not documented or authorized by a DO or DOM at the time of provision. County accepts no responsibility for control of or payment for materials or services not documented by a County DO or DOM.

Contractor will establish, monitor, and manage an effective contract administration process that assures compliance with all requirements of this contract. In particular, Contractor will not provide goods or services in excess of the executed contract items, item quantity, item amount, or contract amount without prior written authorization by contract amendment that County has properly executed and issued. Any items Contractor provides in excess of those stated in the contract are at Contractor's own risk. Contractor will decline verbal requests to deliver items in excess of the contract and will report all such requests in writing to County's Procurement Department within one (1) workday of the request. The report must include the name of the requesting individual and the nature of the request.

6. ACCEPTANCE OF GOODS & SERVICES

The County Department designated on the issued order (DO or DOM) will accept goods and services only in accordance with this contract. Such acceptance is a prerequisite to the commencement of payment terms.

7. COMPENSATION & PAYMENT

The MA or PO will establish the contractual Not-to-Exceed Amount ("NTE Amount"). The NTE Amount represents the funding appropriated by County for this contract and cannot be altered without amendment. For this contract, the NTE Amount is shared between each Contractor awarded. The sum total of County payments to all Contractors cannot exceed the established NTE Amount, regardless of the independent total of each Contractor. **Contractor will not accept orders, or provide services or products that cumulatively exceed the contract amount.**

7.1. Unit Prices

Contractor's unit prices in **Exhibit E – Unit Prices** must include all incidentals and associated costs required to comply with and satisfy all requirements of this contract, which includes the Offer Agreement and the Standard Terms and Conditions. County will make no payments for items not in the contract and Contractor will not invoice them.

Quantities in this solicitation are estimates only. County may increase or decrease quantities and amounts. County makes no guarantee regarding actual orders for items or quantities during the term of the contract. County is not responsible for Contractor inventory or order commitment.

Unless the parties otherwise agree in writing, all pricing will be F.O.B. Destination & Freight Prepaid Not Billed ("F.O.B. Destination"). Contractor will deliver and unload products or services at the destination(s) that the delivery article of this contract or accepted Order indicates. The offered Unit Price must include all freight costs.

Although an order may not fully include State and City sales tax, County will pay such taxes as are **DIRECTLY** applicable to County and Contractor invoices such taxes as a separate line item. Contractor must not include such taxes in the item unit price.

7.2. Price Warranty and Trade-In Allowance

Contractor will give County the benefit of any price reduction before actual time of shipment. Parties may negotiate a fair and equitable trade-in allowance value for County surplus property to be applied through either a discounted purchase price or account credit. The trade-in value must be stated on a written price quote prior to County making a purchase, or on a credit memo invoice for a prior purchase. Trade-In property will be itemized on the quote or invoice by description, model/part number, quantity and guaranteed trade-in value. County will coordinate and document the delivery of surplus trade-in property to Contractor. Award of contract constitutes disposition authority to trade-in surplus property pursuant to Board of Supervisors' Policy D.29.11, Surplus Personal Property.

7.3. Price Escalation

All unit prices shall consider/provide for current economic and market conditions, and include compensation for Contractor to implement and actively conduct cost and price control. No additional compensation shall be paid to Contractor to reimburse efforts to implement and conduct cost and price controls. **Prices shall remain fixed for the initial contract term, after which Contractor may submit no more than one (1) written Price Escalation Request ("PER") per term.** The PER must be submitted not later than 90 days prior to the contract renewal date, and must clearly demonstrate justification for the increase in price, such as continued and significant changes in economic and/or market conditions justifying any requested price escalation. The PER

Solicitation No. RFP-PO-2400011

Title: Janitorial Services

must reference/cite any source materials used to form the basis of the proposed justification, but must not include historical information prior to the initial contract term. County will research Bureau of Labor Statistics (BLS) Producer Price Index (PPI) and/or other related indicators or sources, and conduct an analysis to determine 1) if the submitted justification and evidence are sufficient, 2) the requested price escalation is fair and reasonable, and 3) if approving the PER is in the County's best interest. County reserves the right to negotiate, accept or reject the PER, or terminate and re-solicit the contract.

7.4. Living Wage

All pricing will conform to Pima County's Living Wage Ordinance 2002-1 if applicable, including required annual adjustments of the wage. See **Exhibit H – Living Wage (2 pages)**.

7.5. Additional Items and/or Services

This following section is for items that Contractor did not list or price above but are within the scope of this contract. Contractor may provide these items under this contract. Contractor will submit Master Price List (MPL) documents, compact disc (CD) or USB flash drive and file names or identify website address, identifying all other items offered pursuant to this contract. The MPL or website address specifically designed for County must include the vendor's/manufacture's or retail price list and the discount percentage off utilized to get to include Discounted Unit Price being offered to County i.e. Manufacturer's List Price – (List price x Discount %) = Discounted Unit Price. The resulting Unit Prices must be of similar discount off List Prices for those items specifically included above. Item Unit Prices above will govern in case of conflict with the Master Price List.

List MPL Document by Title, MPL Media & Filenames or MPL Internet Address and Title(s)	Qty of Pages	Dated	Percentage Discount (Mfr List Price – (List price x Discount %) = Discounted Unit Price
NA			

The parties may negotiate and establish unit pricing in writing under the contract for items included in the scope of the contract that does not have previously listed unit pricing.

7.6. Standard Payment Term

Net (30), effective from the date of valid invoice document and does not commence until the later of 1) the receiving County Department receives goods or services into County's payment system or 2) County Financial Operations receives and verifies Contractor's invoice.

7.7. Optional Early Payment Discount Term

Pima County Administrative Procedure No. 22-35 Section 2.2.4 describes County's practice regarding discounts for early payment. Contractor offers the following discounts to those prices to be used for all orders issued pursuant to this contract. County will utilize the existing payment code that best matches that offered and does not exceed the offered discount percentage. Payment days cannot be less than ten (10) calendar days. Contractor will submit valid invoice document consistent with the associated DO or DOM to County's Finance Department at least seven (7) calendar days prior to the date on which the discounted payment is due. If desired, for any order issued pursuant with this contract, Contractor may offer early payment discounts that exceed this Early Payment Discount.

Optional Early Payment Discount: NA % if payment tendered within _____ Days as indicated above.

7.8. Invoicing

Contractor will submit Request(s) for Payment or Invoices to the location and entity identified by County's DO or DOM document.

All Invoice documents will reference County's DO or DOM number under which the services or products were ordered. Contractor must utilize the item description, precise unit price, and unit of measure included in County's order document for **ALL** invoice line items. County may return invoices that include line items or unit prices that do not match those documented by County's order to Contractor unprocessed for correction.

Contractor will provide detailed documentation in support of payment requests, which should be consistent with and not exceed County's DO or DOM document. Contractor will bill County within one (1) month after the date

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on which Contractor's right to payment accrues ("Payment Accrual Date"), which, unless this contract specifically provides otherwise, is the date Contractor delivers goods, performs services or incurs costs. Invoices must assign each billed amount to an appropriate line item of County's order and document each Payment Accrual Date. County may refuse to pay any amount that Contractor bills in which does not conform to County's DO or DOM document. County will refuse to pay any amount that Contractor bills more than six (6) months after the Payment Accrual Date, pursuant to A.R.S. § 11-622(C).

8. **VENDOR RECORD MAINTENANCE**

Contractor must establish and maintain a complete Pima County Vendor record, which includes the provision of a properly completed and executed "Request for Taxpayer Identification Number and Certification" document (Form W-9). The record must be registered with a valid and monitored email address for Contractor. In the event of any change that renders the information on that record inaccurate Contractor must update the record within ten (10) calendar days of the change and prior to the submission of any invoice or request for payment. Contractor must register through <https://www.pima.gov/208/Vendor-Self-Service-System-VSS>.

9. **DELIVERY**

"On-Time" delivery is an essential part of the consideration that Contractor is to provide to County under the contract. Contractor will make delivery in accordance with the Standard Terms and Conditions and to the location(s) on the DO or DOM document.

If necessary to satisfy the guaranteed delivery time, Contractor will utilize premium freight method at no additional cost to County.

10. **TAXES, FEES, EXPENSES**

Pursuant to IRS Publication 510, County is exempt from federal excise taxes for goods. County is subject to State and City sales tax. County will pay no separate charges for delivery, drayage, express, parcel post, packing, insurance, license fees, permits, costs of bonds, surcharges, or proposal preparation unless the contract expressly includes such charges and the solicitation documents itemize them.

11. **OTHER DOCUMENTS**

Contractor and County are entering into this contract have relied upon information provided or referenced by Pima County Solicitation No. RFP-PO-2400011 including the RFP, Offer Agreement, Standard Terms and Conditions, solicitation amendments, Contractor's proposal, documents submitted by Contractor or References to satisfy Minimum Qualifications and any other information and documents that Contractor has submitted in its response to County's solicitation. The Contract incorporates these documents as though set forth in full herein, to the extent not inconsistent with the provisions of this contract.

12. **INSURANCE**

The Insurance Requirements herein are minimum requirements for this contract and in no way limit the indemnity covenants contained in this contract. Contractor's insurance shall be placed with companies licensed in the State of Arizona and the insureds shall have an "A.M. Best" rating of not less than A- VII, unless otherwise approved by County. County in no way warrants that the minimum insurer rating is sufficient to protect Contractor from potential insurer insolvency.

12.1. **Minimum Scope and Limits of Insurance**

Contractor will procure and maintain at its own expense, until all contractual obligations have been discharged, the insurance coverage with limits of liability not less than stated below. County in no way warrants that the minimum insurance limits contained herein are sufficient to protect Contractor from liabilities that arise out of the performance of the work under this contract. If necessary, Contractor may obtain commercial umbrella or excess insurance to satisfy County's Insurance Requirements.

12.1.1. **Commercial General Liability (CGL)**

Occurrence Form with limits of \$2,000,000 Each Occurrence and \$2,000,000 General Aggregate. Policy shall include cover for liability arising from premises, operations, independent contractors, personal injury, bodily injury, property damage, broad form contractual liability coverage, personal and advertising injury and products – completed operations.

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12.1.2. Business Automobile Liability

Bodily Injury and Property Damage for any owned, leased, hired, and/or non-owned automobiles assigned to or used in the performance of this contract with a Combined Single Limit (CSL) of \$1,000,000 Each Accident.

12.1.3. Workers' Compensation (WC) and Employers' Liability

Statutory requirements and benefits for Workers' Compensation. In Arizona, WC coverage is compulsory for employers of one or more employees. Employers' Liability coverage with limits of \$1,000,000 each accident and \$1,000,000 each person - disease.

12.2. Additional Insurance Requirements

The policies shall include, or be endorsed to include, as required by this contract, the following provisions:

12.2.1. Claims-Made Insurance Requirements

If any part of the Required Insurance is written on a claims-made basis, any policy retroactive date must precede the effective date of this contract, and Contractor must maintain such coverage for a period of not less than three (3) years following contract expiration, termination or cancellation.

12.2.2. Additional Insured Endorsement

The General Liability, Business Automobile, Technology E&O, Network Security & Privacy Liability policies must each be endorsed to include Pima County and all its related special districts, elected officials, officers, agents, employees and volunteers (collectively "County and its Agents") as additional insureds with respect to vicarious liability arising out of the activities performed by or on behalf of the Contractor. The full policy limits and scope of protection must apply to County and its Agents as an additional insured, even if they exceed the Insurance Requirements.

12.2.3. Subrogation Endorsement

The General Liability, Business Automobile Liability, Workers' Compensation and Technology E&O Policies shall each contain a waiver of subrogation endorsement in favor of County, and its departments, districts, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

12.2.4. Primary Insurance Endorsement

Contractor's policies shall stipulate that the insurance afforded Contractor shall be primary and that any insurance carried by County, its agents, officials, or employees shall be excess and not contributory insurance. The Required Insurance policies may not obligate County to pay any portion of Contractor's deductible or Self Insurance Retention (SIR).

12.2.5. Insurance provided by Contractor shall not limit Contractor's liability assumed under the indemnification provisions of this Contract.

12.2.6. Subcontractors

Contractor must either (a) include all subcontractors as additional insureds under its Required Insurance policies, or (b) require each subcontractor to separately meet all Insurance Requirements and verify that each subcontractor has done so, Contractor must furnish, if requested by County, appropriate insurance certificates for each subcontractor. Contractor must obtain County's approval of any subcontractor request to modify the Insurance Requirements as to that subcontractor.

12.3. Notice of Cancellation

Each Required Insurance policy must provide, and certificates specify, that County will receive not less than thirty (30) days advance written notice of any policy cancellation, except 10-days prior notice is sufficient when the cancellation is for non-payment of a premium. Notice must be mailed, emailed, hand-delivered or sent via facsimile transmission to County's Contracting Representative, and must include the project or contract number and project description.

12.4. Verification of Coverage

Contractor shall furnish County with certificates of insurance (valid ACORD form or equivalent approved by County) as required by this contract. An authorized representative of the insurer shall sign the certificates. Each certificate must include:

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- County's tracking number for this contract, which is shown on the first page of the contract, and a project description, in the body of the Certificate;
- A notation of policy deductibles or SIFs relating to the specific policy; and
- Certificates must specify that the appropriate policies are endorsed to include additional insured and subrogation waiver endorsements for County and its Agents. Note: Contractors for larger projects must provide actual copies of the additional insured and subrogation endorsements.

12.4.1. All certificates and endorsements, as required by this contract, are to be received and approved by County before, and be in effect not less than 15 days prior to, commencement of work. A renewal certificate must be provided to County not less than 15 days prior to the policy's expiration date to include actual copies of the additional insured and waiver of subrogation endorsements. Failure to maintain the insurance coverages or policies as required by this contract, or to provide evidence of renewal, is a material breach of contract.

12.4.2. All certificates required by this contract shall be sent directly to the appropriate County Department. The Certificate of Insurance shall include County's project or contract number and project description on the certificate. County may require complete copies of all insurance policies required by this contract at any time.

12.5. Approval and Modifications

County's Risk Manager may approve a modification of the Insurance Requirements without the necessity of a formal contract amendment, but the approval must be in writing. County's failure to obtain a required insurance certificate or endorsement, County's failure to object to a non-complying insurance certificate or endorsement, or County's receipt of any other information from the Contractor, its insurance broker(s) and/or insurer(s), do not constitute a waiver of any of the Insurance Requirements.

13. PERFORMANCE BOND

Not applicable to this contract.

14. ACKNOWLEDGEMENT OF SOLICITATION AMENDMENTS

Contractor must acknowledge in the table below to have read all published solicitation amendments and must ensure they are submitting all amended pages of the solicitation (if any) with their response:

Amendment #	Date	Amendment #	Date	Amendment #	Date

15. SMALL BUSINESS ENTERPRISE (SBE) CERTIFICATION

Not applicable to this contract.

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16. PROPOSAL/OFFER CERTIFICATION

CONTRACTOR LEGAL NAME: JANCO FS 2, LLC

BUSINESS ALSO KNOWN AS: Velocity Services

MAILING ADDRESS: 950 East Paces Ferry Rd, Suite 2000

CITY/STATE/ZIP: Atlanta, GA 30326

REMIT TO ADDRESS: JanCo FS 3, LLC d/b/a Velocity Services PO Box 955532

CITY/STATE/ZIP: Saint Louis, MO 63195-2088

CONTACT PERSON NAME/TITLE: Tom Grindle, Business Development, West

PHONE: 951-970-8573

FAX:

CONTACT PERSON EMAIL ADDRESS: tom.grindle@velocityservices.com

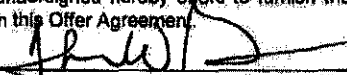
EMAIL ADDRESS FOR ORDERS & CONTRACTS:

CORPORATE HEADQUARTERS ADDRESS: 950 East Paces Ferry Rd, Suite 2000 Atlanta, GA 30326

WEBSITE: <https://velocityservices.com/>

By signing and submitting the Offer Agreement, the undersigned certifies that they are legally authorized to represent and bind Contractor to legal agreements, that all information submitted is accurate and complete, that Contractor has reviewed the County's Procurement website for solicitation amendments and has incorporated all such amendments to its offer, that Contractor is qualified and willing to provide the items requested, and that Contractor will comply with all requirements of the contract. The Unit Pricing includes all costs incidental to the provision of the items in compliance with the contract; no additional payment will be made. County may deem conditional offers that modify the solicitation requirements "Non-Responsive" and County may not evaluate them. Contractor's submission of a signed Offer Agreement will constitute a firm offer and upon the issuance of a MA or PO document issued by County's Procurement Director or authorized designee will form a binding contract that will require Contractor to provide the goods or services and materials described in this contract. The undersigned hereby offers to furnish the goods or services in compliance with all terms, conditions, and specifications in this Offer Agreement.

SIGNATURE:



DATE: April 5, 2024

Thomas Givens, President

PRINTED NAME & TITLE OF AUTHORIZED CONTRACTOR REPRESENTATIVE EXECUTING OFFER

PHONE AND EMAIL: 951-970-8573

tom.grindle@velocityservices.com

County Attorney Contract Approval "As to Form".

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PIMA COUNTY STANDARD TERMS AND CONDITIONS

1. WARRANTY

Contractor warrants goods or services to be satisfactory and free from defects. Contractor also warrants that all products and services provided under this contract are non-infringing.

2. PACKING

Contractor will make no extra charges for packaging or packing material. Contractor is responsible for safe packaging conforming to carrier's requirements.

3. DELIVERY

On-time delivery of goods and services is an essential part of the consideration that County will receive.

Contractor must provide a guaranteed delivery date, or interval period from order release date to delivery. If the Price proposal document requires it. Upon receipt of notification of delivery delay, County may cancel the order or extend delivery times at no cost to County. Any extension of delivery times will not be valid unless an authorized representative of County extends it to Contractor in writing.

To mitigate or prevent damages from delayed delivery, County may require Contractor to deliver additional quantity utilizing express modes of transport, or overtime, all costs to be Contractor's responsibility. County may cancel any delinquent order, procure from an alternate source, or refuse receipt of or return delayed deliveries at no cost to County. County may cancel any order or refuse delivery upon default by Contractor concerning time, cost, or manner of delivery.

Contractor is not responsible for unforeseen delivery delays caused by fires, strikes, acts of God, or other causes beyond Contractor's control, provided that Contractor provides County immediate notice of delay.

4. SPECIFICATION CHANGES

County may make changes in the specifications, services, or terms and conditions of an order. If such changes cause an increase or decrease in the amount due under an order or in time required for performance, County will make an acceptable adjustment and will modify the order in writing. No verbal agreement for adjustment is acceptable.

Nothing in this clause reduces Contractor's responsibility to proceed without delay in the delivery or performance of an order.

5. INSPECTION

County may inspect or test all goods and services at place of manufacture, destination, or both. Contractor will hold goods failing to meet specifications of the order or contract at Contractor's risk and County may return such goods to Contractor and Contractor will be responsible for costs for transportation, unpacking, inspection, repacking, reshipping, restocking or other like expenses. In lieu of return of nonconforming supplies, County may waive any nonconformity, receive the delivery, and treat the defect(s) as a warranty item, but any waiver of any condition will not apply to subsequent shipments or deliveries.

6. ACCEPTANCE OF MATERIALS AND SERVICES

County will not execute an acceptance or authorize payment for any service, equipment or component prior to delivery and verification that the delivery meets all specification requirements.

7. RIGHTS AND REMEDIES OF COUNTY FOR DEFAULT

If Contractor furnishes items that do not conform to the contract requirements, or to the sample that Contractor submitted, County may reject the items. Contractor must then reclaim and remove the items, without expense to County. Contractor must also immediately replace all rejected items with conforming items. Should Contractor fail, neglect, or refuse immediately to do so, County may purchase in the open market a corresponding quantity of any such items and deduct from any monies due or that may become due to Contractor the difference between the price named in the MA or Purchase Order ("PO") and the actual cost to County.

If Contractor fails to make prompt delivery of any item, County may purchase the item in the open market and invoke the reimbursement condition above apply, except when delivery is delayed by fire, strike, freight embargo, or acts of god or of the government. If County cancels a MA, PO or associated order, either in whole or in part, by reason of the default or breach by Contractor, Contractor will pay for any loss or damage sustained by County in procuring any items

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which Contractor was obligated to supply. These remedies are not exclusive and are in addition to any other rights and remedies provided by law or under the contract.

8. FRAUD AND COLLUSION

Contractor certifies that no officer or employee of County or of any subdivision thereof has aided or assisted Contractor in securing or attempting to secure a contract to furnish labor, materials or supplies at a higher price than that proposed by any other Contractor. Contractor also certifies that it is not aware of any County employee 1) favoring one Contractor over another by giving or withholding information or by willfully misleading a Proposer in regard to the character of the material or supplies called for or the conditions under which the proposed work is to be done; 2) knowingly accepting materials or supplies of a quality inferior to those called for by any contract; or 4) directly or indirectly having a financial interest in the proposal or resulting contract. Additionally, during the conduct of business with County, Contractor will not knowingly certify, or induce others to certify, to a greater amount of labor performed than has been actually performed, or to the receipt of a greater amount or different kind of material or supplies that has been actually received. If County finds at any time that Contractor has in presenting any proposal(s) colluded with any other party or parties for the purpose of preventing any other proposal being made, then County will terminate any contract so awarded and that person or entity will be liable for all damages that County sustains.

9. COOPERATIVE USE OF RESULTING CONTRACT

As allowed by law, County has entered into cooperative procurement agreements that enable other public agencies to utilize County's contracts. Those public agencies may contact Contractor with requests to provide services and products pursuant to the pricing, terms and conditions in the MA, or PO. A public agency and Contractor may make minor adjustments by written agreement to the contract to accommodate additional cost or other factors not present in the contract and required to satisfy particular public agency code or functional requirements and within the intended scope of the solicitation and resulting contract. The parties to the cooperative procurement will negotiate and transact any such usage in accordance with procurement rules, regulations and requirements. Contractor will hold harmless County, its officers, employees, and agents from and against all liability, including without limitation payment and performance associated with any cooperative agreement with another public agency. Contractor may view a list of agencies that are authorized to use County contracts at the Procurement Department Internet home page: <http://www.pima.gov/procure>, under the Vendor Information tab, by selecting the link titled County Cooperative Agreements – Authorized Agencies.

10. INTELLECTUAL PROPERTY INDEMNITY

Contractor will indemnify, defend and hold County, its officers, agents, and employees harmless from liability of any kind, including costs and expenses, for infringement or use of any copyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with the contract and any MA, PO, and associated orders. County may require Contractor to furnish a bond or other indemnification to County against any and all loss, damage, costs, expenses, claims and liability for patent or copyright infringement.

11. INDEMNIFICATION

Contractor will indemnify, defend, and hold harmless County, its officers, employees, and agents from and against any and all suits, actions, legal administrative proceedings, claims or demands and costs, including attorney's fees arising out of any act, omission, fault or negligence by Contractor, its agents, employees or anyone under its direction or control or on its behalf in connection with performance of the contract and any MA, PO or associated orders. Contractor will indemnify, defend and hold County harmless from any claim of infringement arising from services provided under this contract or from the provision, license, transfer or use for their intended purpose of any products provided under this Contract.

12. UNFAIR COMPETITION AND OTHER LAWS

Responses must comply with Arizona trade and commerce laws (Title 44 A.R.S.) and all other applicable County, State, and Federal laws and regulations.

13. COMPLIANCE WITH LAWS

Contractor will comply with all federal, state, and local laws, rules, regulations, standards and Executive Orders, without limitation. In the event any services that Contractor provides under this contract require a license issued by the Arizona Registrar of Contractors ("ROC"), Contractor certifies that a Contractor licensed by ROC to perform those services in Arizona will provide such services. The laws and regulations of the State of Arizona govern the interpretation and construction of this contract, and the rights, performance and disputes of and between the parties. Any action relating to this Contract must be filed and maintained in a court of the State of Arizona in Pima County.

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14. ASSIGNMENT

Contractor may not assign its rights to the contract, in whole or in part, without prior written approval of County. County may withhold approval at its sole discretion, provided that County will not unreasonably withhold such approval.

15. CANCELLATION FOR CONFLICT OF INTEREST

This contract is subject to cancellation pursuant to A.R.S. §§38-506 and 38-511, the pertinent provisions of which are incorporated into this Contract by reference.

16. NON-DISCRIMINATION

Contractor agrees to comply with all provisions and requirements of Arizona Executive Order 2009-09 which is hereby incorporated into this contract as if set forth in full herein including flow down of all provisions and requirements to any subcontractors. During the performance of this contract, Contractor must not discriminate against any employee, client or any other individual in any way because of that person's age, race, creed, color, religion, sex, disability or national origin.

17. NON-APPROPRIATION OF FUNDS

County may cancel this contract if for any reason County's Board of Supervisors does not appropriate funds for the stated purpose of maintaining the contract. In the event of such cancellation, County has no further obligation, other than payment for services or goods that County has already received.

18. PUBLIC RECORDS

Disclosure. Pursuant to A.R.S. § 39-121 et seq., and A.R.S. § 34-603(H) in the case of construction or Architectural and Engineering services procured under A.R.S. Title 34, Chapter 6, all documents submitted in response to the solicitation resulting in award of this Contract, including, but not limited to, pricing schedules, product specifications, work plans, and any supporting documents, are public records. As such, those documents are subject to release and/or review by the general public upon request, including competitors.

Records Marked Confidential; Notice and Protective Order. If Contractor reasonably believes that some of those records contain proprietary, trade-secret or otherwise-confidential information, Contractor must prominently mark those records "CONFIDENTIAL." In the event a public-records request is submitted to County for records marked CONFIDENTIAL, County will notify Contractor of the request as soon as reasonably possible. County will release the records 10 business days after the date of that notice, unless Contractor has, within that period, secured an appropriate order from a court of competent jurisdiction, enjoining the release of the records. County will not, under any circumstances, be responsible for securing such an order, nor will County be in any way financially responsible for any costs associated with securing such an order.

Contractor agrees to waive confidentiality of any price terms.

19. CUSTOM TOOLING, DOCUMENTATION AND TRANSITIONAL SUPPORT

Costs to develop all tooling and documentation, such as and not limited to dies, molds, jigs, fixtures, artwork, film, patterns, digital files, work instructions, drawings, etc. necessary to provide the contracted services or products and unique to the services or products supplied to County are included in the agreed upon Unit Price unless the contract specifically states otherwise. Such tools and documentation are the property of County and will be marked, as is practical, as the "Property of Pima County" and County so requests, Contractor will deliver a copy of the tooling and documentation to County within twenty (20) days of acceptance by County of the first article sample, or not later than ten (10) days of termination of the contract associated with their development, without additional cost to County. Contractor also agrees to act in good faith to facilitate the transition of work to a subsequent Contractor if and as reasonably requested by County at no additional cost. Should exceptional circumstances be present that may justify an additional charge, Contractor may submit said justification and proposed cost and negotiate an agreement acceptable to both Contractor and County, but Contractor may not withhold any requested tooling, document or support as described above that would delay the orderly, efficient and prompt transition of work. Should conduct by Contractor result in additional costs to County, Contractor will reimburse County for said actual and incremental costs provided that County has given Contractor reasonable time to respond to County's requests for support.

20. AMERICANS WITH DISABILITIES ACT

Contractor will comply with all applicable provisions of the Americans with Disabilities Act (public law 101-336, 42 USC 12101-12213) and all applicable federal regulations under the act, including 28 CFR parts 35 and 36.

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21. NON-EXCLUSIVE AGREEMENT

Contractor understands that this Contract is nonexclusive and is for the sole convenience of County. County may obtain like services from other sources for any reason.

22. TERMINATION

County may terminate any contract and any MA, PO, Delivery Order, DOM or issued NORFA, in whole or in part, at any time for any reason or no reason, without penalty or recourse, when in the best interests of County. Upon receipt of written notice, Contractor will immediately cease all work as directed by the notice, notify all subcontractors of the effective date of termination, and take appropriate actions to minimize further costs to County. In the event of termination under this paragraph, all documents, data, and reports prepared by Contractor under the contract become the property of County and Contractor must promptly deliver them to County. Contractor is entitled to receive just and equitable compensation for work in progress, work completed, and materials accepted by County before the effective date of the termination.

23. ORDER OF PRECEDENCE – CONFLICTING DOCUMENTS

In the event of inconsistencies between contract documents, the following is the order of precedence, superior to subordinate, that will apply to resolve the inconsistency: MA or PO; DO or DOM; Offer Agreement; these standard terms and conditions; any Contractor terms (Terms of Sale; End User Licenses Agreement; Service Agreement; etc.) attached to an MA, PO, DO or DOM, if applicable; any other solicitation documents.

24. INDEPENDENT CONTRACTOR

Contractor is an independent Contractor. Contractor and Contractor officer's agents or employees are not considered employees of County and are not entitled to receive any employment-related fringe benefits under County's Merit System. Contractor is responsible for paying all federal, state and local taxes associated with the compensation received pursuant to this Contract and will indemnify and hold County harmless from any and all liability which County may incur because of Contractor's failure to pay such taxes.

25. BOOK AND RECORDS

Contractor will keep and maintain proper and complete books, records and accounts, which will be open at all reasonable times for inspection and audit by duly authorized representatives of County. In addition, Contractor will retain all records relating to this contract at least five (5) years after its termination or cancellation or, if later, until any related pending proceeding or litigation has been closed.

26. COUNTERPARTS

The parties may execute the MA or PO that County awards pursuant to this solicitation in any number of counterparts, and each counterpart is considered an original, and together such counterparts constitute one and the same instrument. For the purposes of the MA and PO, the signed proposal of Contractor and the signed acceptance of County are each an original and together constitute a binding MA, if all other requirements for execution are present.

27. AUTHORITY TO CONTRACT

Contractor warrants its right and power to enter into the MA or PO. If any court or administrative agency determines that County does not have authority to enter into the MA or PO, County is not liable to Contractor or any third party by reason of such determination or by reason of the MA or PO.

28. FULL AND COMPLETE PERFORMANCE

The failure of either party to insist on one or more instances upon the full and complete performance with any of the terms or conditions of the contract and any MA, PO, DO or DOM to be performed on the part of the other, or to take any action permitted as a result thereof, is not a waiver or relinquishment of the right to insist upon full and complete performance of the same, or any other covenant or condition, either in the past or in the future. The acceptance by either party of sums less than may be due and owing it at any time is not an accord and satisfaction.

29. SUBCONTRACTORS

Contractor is fully responsible for all acts and omissions of any subcontractor and of persons directly or indirectly employed by any subcontractor, and of persons for whose acts Contractor may be liable to the same extent that Contractor is responsible for the acts and omissions of persons that it directly employs. Nothing in this contract creates any obligation on the part of County to pay or see to the payment of any money due any subcontractor, except as may be required by law.

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30. SEVERABILITY

Each provision of this contract stands alone, and any provision of this contract that a court finds to be prohibited by law is ineffective to the extent of such prohibition without invalidating the remainder of this contract.

31. LEGAL ARIZONA WORKERS ACT COMPLIANCE

For the procurement of services in the State of Arizona, Contractor hereby warrants that it will at all times during the term of this contract comply with all federal immigration laws applicable to Contractor's employment of its employees, and with the requirements of A.R.S. § 23-214 (A) (together the "State and Federal Immigration Laws"). Contractor will further ensure that each subcontractor who performs any work for Contractor under this contract likewise complies with the State and Federal Immigration Laws.

County has the right at any time to inspect the books and records of Contractor and any subcontractor in order to verify such party's compliance with the State and Federal Immigration Laws.

Any breach of Contractor's or any subcontractor's warranty of compliance with the State and Federal Immigration Laws, or of any other provision of this section, is a material breach of this Contract subjecting Contractor to penalties up to and including suspension or termination of this Contract. If the breach is by a subcontractor, and the subcontract is suspended or terminated as a result, Contractor will take such steps as may be necessary to either self-perform the services that would have been provided under the subcontract or retain a replacement subcontractor as soon as possible so as not to delay project completion.

Contractor will advise each subcontractor of County's rights, and the subcontractor's obligations, under this Section by including a provision in each subcontract substantially in the following form:

"Subcontractor hereby warrants that it will at all times during the term of this contract comply with all federal immigration laws applicable to Subcontractor's employees, and with the requirements of A.R.S. § 23-214 (A). Subcontractor further agrees that County may inspect the Subcontractor's books and records to ensure that Subcontractor is in compliance with these requirements. Any breach of this paragraph by Subcontractor is a material breach of this contract subjecting Subcontractor to penalties up to and including suspension or termination of this contract."

Any additional costs attributable directly or indirectly to remedial action under this Section is the responsibility of Contractor. In the event that remedial action under this Section results in delay to one or more tasks on the critical path of Contractor's approved construction or critical milestones schedule, such period of delay will be excusable delay for which Contractor is entitled to an extension of time, but not costs.

32. CONTROL OF DATA PROVIDED BY COUNTY

For those projects and contracts where County has provided data to enable the Contractor to provide contracted services or products, unless County otherwise specifies and agrees in writing, Contractor will treat, control and limit access to said information as confidential and will under no circumstances release any data provided by County during the term of this contract and thereafter, including but not limited to personal identifying information as defined by A.R.S. § 44-1373, and Contractor is further prohibited from selling such data directly or through a third party. Upon termination or completion of the contract, Contractor will either return all such data to County or will destroy such data and confirm destruction in writing in a timely manner not to exceed sixty (60) calendar days.

33. ISRAEL BOYCOTT CERTIFICATION

Pursuant to A.R.S. § 35-393.01, if Contractor engages in for-profit activity and has ten (10) or more employees, and if this Contract has a value of \$100,000.00 or more, Contractor certifies it is not currently engaged in, and agrees for the duration of this Contract to not engage in, a boycott of goods or services from Israel. This certification does not apply to a boycott prohibited by 50 U.S.C. § 4842 or a regulation issued pursuant to 50 U.S.C. § 4842.

34. FORCED LABOR OF ETHNIC UYGHURS

Pursuant to A.R.S. § 35-394 if Contractor engages in for-profit activity and has 10 or more employees, Contractor certifies it is not currently using, and agrees for the duration of this Contract to not use (1) the forced labor of ethnic Uyghurs in the People's Republic of China; (2) any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; and (3) any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. If Contractor becomes aware during the term of the Contract that the Company is not in compliance with A.R.S. § 35-394, Contractor must notify the County within five business days and provide a written certification to County regarding compliance within one hundred eighty days.

Solicitation No. RFP-PO-2400011

Title: Janitorial Services

35. ENTIRE AGREEMENT

This document constitutes the entire agreement between the parties pertaining to the subject matter it addresses, and this Contract supersedes all prior or contemporaneous agreements and understandings, oral or written.

END OF PIMA COUNTY STANDARD TERMS AND CONDITIONS

SECTION THREE: EXHIBITS- In Binder as well as attached on USB Drive

EXHIBIT A Scope of Work

Solicitation No. RFP-PO-2400011

Title: Janitorial Services

EXHIBIT B: MINIMUM QUALIFICATIONS VERIFICATION FORM (1 PAGE)

PROPOSER'S
NAME:

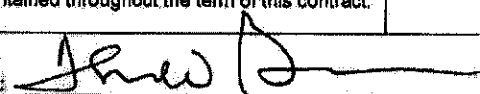
Velociti Services

Proposer certifies that they possess the following minimum qualifications and will provide the requested documents that substantiate their satisfaction of the Minimum Qualifications. Failure to provide the information required by these Minimum Qualifications and required to substantiate responsibility may be cause for the Proposer's proposal to be rejected as "Non-Responsive."

Provide documented and verifiable evidence that your firm satisfies the following Minimum Qualifications, and indicate what/if attachments are submitted.

ITEM NO.	MINIMUM QUALIFICATIONS	COMPLIANCE YES/NO (SELECT ONE)	DOCUMENT TITLE AND NUMBER OF PAGES SUBMITTED FOR EACH DOCUMENT
1	Contractor must have five (5) or more years of experience in providing the services at the volume and complexity as defined in the Scope of work through direct experience to a local Government entity. Please provide contact information for these agencies in your references.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Please see Exhibit D References.
2	Contractor must have current business licenses required by the State of Arizona to perform these services. Proof of valid business license must be submitted with this bid and must be maintained throughout the term of this contract.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Business License 1

SIGNATURE:



DATE:

April 5, 2024

Thomas Givens, President

PRINTED NAME & TITLE OF AUTHORIZED PROPOSER REPRESENTATIVE EXECUTING PROPOSAL:

END OF EXHIBIT B

23101908462420

STATE OF ARIZONA



Office of the
CORPORATION COMMISSION

CERTIFICATE OF GOOD STANDING

I, the undersigned Executive Director of the Arizona Corporation Commission, do hereby certify that:

JANCO IS 2, LLC

ACC file number: 23265434

a foreign limited liability company, was authorized to transact business in the State of Arizona on 08/27/2021, and that, according to the records of the Arizona Corporation Commission, said limited liability company is in good standing in the State of Arizona as of the date this Certificate is issued.

This Certificate relates only to the legal existence of the above named entity as of the date this Certificate is issued, and is not an endorsement, recommendation, or approval of the entity's condition, business activities, affairs, or practices.

IN WITNESS WHEREOF, I have hereunto set my hand, affixed the official seal of the Arizona Corporation Commission, and issued this Certificate on this date: **10/19/2023**



Douglas R. Clark

Douglas R. Clark, Executive Director



CERTIFICATE OF LIABILITY INSURANCE

12/1/2024

DATE (MM/DD/YYYY)

11/27/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies 3280 Peachtree Road NE, Suite #1000 Atlanta GA 30305 (404) 460-3600		CONTACT NAME: PHONE (A/C No. Ext): FAX (A/C No.): E-MAIL: ADDRESS:	
INSURED JanCo FS 2, LLC 1501760 950 East Paces Ferry Rd NE Suite 2000 Atlanta GA 30326		INSURER(S) AFFORDING COVERAGE INSURER A: Zurich American Insurance Company NAIC # 16535 INSURER B: American Zurich Insurance Company 40142 INSURER C: Everest National Insurance Company 10120 INSURER D: INSURER E: INSURER F:	

COVERAGES JanCo FS2 **CERTIFICATE NUMBER:** 18900413 **REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR (INSR) (W/O)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	N	N	GLO6406290-02	12/1/2023	12/1/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 5,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMPROP AGG \$ 4,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	BAP 6406291-02	12/1/2023	12/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	N	N	AUC 6884521-02	12/1/2023	12/1/2024	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$ XXXXXXXX
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC 0911946 02 WC 1799356 02	12/1/2023 12/1/2023	12/1/2024 12/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Excess Liability	N	N	XC6EX00258-231	12/1/2023	12/1/2024	\$15M Excess of \$10M

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

18900413
Evidence of Coverage

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Solicitation No. RFP-PO-2400011

Title: Janitorial Services

EXHIBIT C: QUESTIONNAIRE (1 PAGE)

**PROPOSER'S
NAME:**

Velociti Services

Department evaluation team will develop questions that when answered/submitted by Proposers will allow evaluators to evaluate, differentiate & score Proposers' proposals as defined by the published evaluation criteria. The evaluation committee will assign points to each proposal submitted on the basis of the following evaluation criteria unless otherwise indicated.

7.1. Cost (0 to 40 points)

Will be evaluated and scored by the Procurement Department.

7.2. Contractor Qualifications (0 to 30 points)

- a) **Recruitment/ Development Efforts:** Provide an overview of the Contractors approach to hiring, developing, and maintaining a quality labor force.
- b) **Unique Qualifications:** Describe the Contractors capacity to provide services defined within the scope of work on a high-quality consistent basis.
- c) **Specialized Programs:** Provide information on any company programs that would support this scope of work, i.e. Safety Programs or Quality Assurance Programs.

7.3. Key Personnel (0 to 10 points)

- a) **Organizational Chart:** Provide details of key personnel and describe their individual roles; include the total number of current employees within each role if applicable and a total number of employees for the organization.
- b) **Employment Level:** Provide the anticipated number of employees that will be required to successfully execute this contract with an explanation of how you arrived at this number. This can be either essay, chart form or a combination of both.
- c) **Qualifications and Experience of the Management Team:** Identify each team member's years of experience and any special training or certifications that are applicable to services being provided. Identify the primary and secondary account Managers that will be working directly with Pima County.

7.4. Transition Plan (0 to 10 points)

- a) **Timeline:** Provide a proposed transition plan which shall include a detailed timeline describing how this transition will successfully be completed. This can be in the form of a chart, essay form or any combination thereof.
- b) **Additional Services:** Provide a plan of action including timeline demonstrating how Contractor will provide quotes and assume Janitorial duties when a new office building is brought online.
- c) **Supplies:** Define the Contractor's ability to maintain adequate stock of paper products, hand soap and other essential products to be used in County Facilities. Include contingency plans should unforeseen shortages occur.

7.5. References (0 to 5 points)

- a) Provide three (3) references demonstrating the Contractor's ability to provide services on a scale equal or greater to what is requested in the RFP for Pima County. Include approximate square footage, definition of tasks performed, general frequency of tasks, type of business and total years providing janitorial services to the selected references.
- b) Provide Contractor's processes regarding compliance to the living wage requirement for government entities and how this is maintained. To be provided by the Proposer's clients.

7.6. Local Presence and Community Involvement (0 to 5 points)

Provide a brief statement addressing the Contractor's past and current presence in the local area. What are the Contractor's plans and goals for hiring a local workforce?

SIGNATURE:



DATE:

April 5, 2024

Thomas Givens, President

PRINTED NAME & TITLE OF AUTHORIZED PROPOSER REPRESENTATIVE EXECUTING PROPOSAL

END OF EXHIBIT C

Exhibit E Unit Prices

Please thumb drive and Binder with the Exhibit E Spreadsheet.

Exhibit F- Facility Counts - In Binder as well as attached on USB Drive

Exhibit G- Green Cleaning Policy - In Binder as well as attached on USB Drive

Exhibit H - Living Wage (2 pages)

Living Wage Requirement

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 \$16.00 per hour. A contractor may pay its eligible employees a wage of no less than \$14.35 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 \$16.00 per hour. A copy of section 11.38 of the Procurement Code is attached for your review and complete compliance. 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:

X

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

Revised 10/26/2023



PROCUREMENT
150 W. CONGRESS ST., 5th FLOOR
TUCSON, ARIZONA 85701
TELEPHONE (520) 724-8181, FAX (520) 724-3646

CERTIFICATION OF LIVING WAGE PAYMENTS
Effective upon contract renewal in 2024

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 are required of this firm.

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

Company Name: Velociti Services

Description of Services: Janitorial

Job Location: Various Sites

(PLEASE CHECK ONE(S) THAT APPLY)

☒ I do hereby agree to pay all eligible employees working on the above listed contract at least sixteen dollars and zero cents (\$16.00) per hour.

AND/OR

☐ I do hereby agree to pay all eligible employees working on the above contract a wage of no less than fourteen dollars and thirty-five cents (\$14.35) per hour and provide health benefits with a monthly value at least as high as the difference between a monthly wage based on sixteen dollars and zero cents (\$16.00) per hour and the requested monthly wage if no less than fourteen dollars and thirty-five cents (\$14.35) per hour. In essence, the employer paid portion of benefits must have a monthly value of two-hundred eighty-five dollars and ninety-nine cents (\$285.99). This equals the one dollar and sixty-five cents (\$1.65) 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: Velociti Services

AUTHORIZED SIGNATURE: DATE: 4/5/24

Thomas Givens

PRINTED NAME

President

TITLE OF AUTHORIZED

Revised 10/26/2023

Exhibit I- Grant Conditions- In Binder as well as attached on USB Drive

PIMA COUNTY

Pima County Procurement Department
150 W. Congress St. 5th Fl
Tucson AZ 85701

**Supplier Contract**

Contract ID	SC2500000025
Contract Start	02-18-2025
Contract End	08-12-2025
Payment Method	Warrant/Check
Supplier Name	Maricruz Lopez
Phone Number	
Supplier Email	

Page

1 of 3

Supplier	Contract Name
JanCo FS2, LLC 84 Peachtree St, Ste 8d Atlanta, GA 30303	Janitorial Services Group 4- OE

Supplier Contact and Payment Terms:	Shipping Method	Delivery Type	FOB
Phone: +1 (602) 3188063 Email: accountsreceivable@velocitiservices.c Terms: Net 30 Days:			
Currency	Net Amount	Used Amount	
USD	0.00	0.00	

Contract/Amendment Description:

This Supplier Contract is for an initial term effective on 02/18/25 to 08/12/25, in the initial award amount of \$300,000.00 and includes four (4) one-year renewal options with an annual award amount of \$500,000.00 per year.

Attachment: Offer Agreement.

Catalog Items					
Line #	Item Description	UOM	Unit Price	Stock Code	MPN/VPN
1	Adult Probation- East	Month	1,450.24		
2	Brandi Fenton Educational Offices (2 Buildings)	Month	1,650.89		
3	Catalina Community Center	Month	320.45		
4	Catalina Library	Month	872.85		
5	Cleaning of Chairs (Price per Chair)	Each	7.50		
6	Columbus Library	Month	1,632.92		
7	Columbus Library Day Porter	Month	913.41		
8	Concrete Restoration Surface (Price per SqFt.)	Square Foot	40.25		
9	Emergency Request- Minimum Service Charge	Each	320.00		
10	Esmond Station Library	Month	986.51		

This Supplier Contract incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this contract. All transactions and conduct are required to conform to these documents.

PIMA COUNTY

Pima County Procurement Department
150 W. Congress St. 5th Fl
Tucson AZ 85701

**Supplier Contract**

Contract Number	SC2500000025
Contract Start Date	02-18-2025
Contract End Date	08-12-2025
Payment Method	Warrant/Check
Supplier Name	Maricruz Lopez
Phone Number	
Email	

Page

2 of 3

Line #	Item Description	UOM	Unit Price	Stock Code	MPN/VPN
11	Extra Services Carpet Cleaning per SqFt.	Square Foot	300.06		
12	Extra Services Hard Floor Strip/Wax per SqFt.	Square Foot	383.41		
13	Extra Services Rate Per Hour	Hour	1,368.00		
14	Health Dept/ Recorder (2 Buildings)	Month	2,657.13		
15	Himmel Library	Month	1,358.57		
16	Houghton RD DOT	Month	504.90		
17	Houghton Rd Fleet	Month	1,465.89		
18	Impact of Catalina Community Services (2 buildings)	Month	1,150.63		
19	Kirk Bear Canyon Library	Month	1,701.69		
20	Martha Cooper Library	Month	1,452.03		
21	Miller-Golf Links Library	Month	2,234.80		
22	Mt. Lemmon Comfort Station at Community Center- Restroom ONLY	Month	1,647.82		
23	Oro Valley Library	Month	3,149.50		
24	PECOC	Month	4,407.58		
25	PECOC Sheriff's Suite (Saturday's- 4 hrs.)	Month	553.46		
26	Power Wash over 2500sqft. (Price per SqFt.)	Square Foot	520.00		
27	Power Wash up to 2500sqft. (Price per SqFt.)	Square Foot	34.50		
28	Randolph Park Wastewater Site	Month	722.46		
29	River Center Library	Month	1,508.59		
30	Sheriff Catalina Substation	Month	455.37		
31	Sheriff Rincon Substation	Month	912.08		
32	Sheriff Shooting Range (5 Buildings)	Month	1,221.73		
33	Sheriff Vail Substation	Month	649.97		

This Supplier Contract incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this contract. All transactions and conduct are required to conform to these documents.

PIMA COUNTY

Pima County Procurement Department
 150 W. Congress St. 5th Fl
 Tucson AZ 85701

**Supplier Contract**

Contract Number	SC2500000025
Contract Effective Date	02-18-2025
Contract Expiration Date	08-12-2025
Contract Payment Method	Warrant/Check
Contract Officer	Maricruz Lopez
Contract Status	
Contract Value	

Page

3 of 3

Catalog Item					
Line #	Item Description	UOM	Unit Price	Stock Code	MPN/VRN
34	Wastewater Conveyance	Month	1,132.09		
35	Wastewater Conveyance Annex/Dodge-Farr (Main Bldg., 2 Modular Buildings)	Month	880.47		
36	Wastewater Conveyance Field Operations (2 Buildings)	Month	1,580.39		
37	Wastewater Site Mt. Lemmon, Building- No Floor Work	Month	422.39		
38	Wastewater Site Mt. Lemmon, Trailer- No Floor Work	Month	198.13		
39	Waterless Urinal Maintenance	Each	572.00		
40	Wilmot Library	Month	2,342.72		
41	Wilmot Library Day Porter	Month	1,559.59		

This Supplier Contract incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this contract. All transactions and conduct are required to conform to these documents.

PIMA COUNTY

Pima County Procurement Department
150 W. Congress St. 5th Fl
Tucson AZ 85701

**Supplier Contract**

Contract Number	SC2500000026
Contract Start	02-18-2025
Contract End	08-12-2025
Payment Type	Warrant/Check
Buyer	Maricruz Lopez
Phone Number	
Email	

Page

1 of 3

Supplier	Contract Name
JanCo FS2, LLC 84 Peachtree St, Ste 8d Atlanta, GA 30303	Janitorial Services Group 5- OS

Supplier Contact and Payment Terms:	Shipping Method	Delivery Type	FOB
Phone: +1 (602) 3188063 Email: accountsreceivable@velocitiseservices.c Terms: Net 30 Days:			
	Currency	Initial Amount	Used Amount
	USD	0.00	0.00

Contract/Amendment Description:

This Supplier Contract is for an initial term effective on 02/18/25 to 08/12/25, in the initial award amount of \$250,000.00 and includes four (4) one-year renewal options with an annual award amount of \$500,000.00 per year.

Attachment: Offer Agreement.

Line #	Item Description	UOM	Unit Price	Stock Code	MPN/MPN
1	Arivaca Library	Month	397.13		
2	Cleaning of Chairs (Price per Chair)	Each	7.50		
3	Clerk of the Court Warehouse- Bldg. #21	Month	198.57		
4	Concrete Restoration Surface (Price per SqFt.)	Square Foot	44.62		
5	Corona de Tucson Wastewater	Month	158.85		
6	Days Inn Motel- Temporary Housing	Month	471.92		
7	Drexel Heights Recreation Center	Month	48.88		
8	Drexel Shelter	Month	20,650.92		
9	El Pueblo Library	Month	635.41		
10	Emergency Request- Minimum Service Charge	Each	320.00		

This Supplier Contract incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this contract. All transactions and conduct are required to conform to these documents.

PIMA COUNTY

Pima County Procurement Department
150 W. Congress St. 5th Fl
Tucson AZ 85701

**Supplier Contract**

Contract Number	SC2500000026
Contract Start Date	02-18-2025
Contract End Date	08-12-2025
Payment Type	Warrant/Check
Buyer	Maricruz Lopez
Phone Number	
Email	

Page

2 of 3

Line #	Item Description	UOM	Unit Price	Stock Code	MPN/VRN
11	Extra Services Carpet Cleaning per SqFt.	Square Foot	300.06		
12	Extra Services Hard Floor Strip/Wax per SqFt.	Square Foot	383.41		
13	Extra Services Rates per Hour	Hour	1,482.00		
14	Facilities Outlying Maintenance - Bldg. #6	Month	317.71		
15	Fleet Administration and Shops	Month	2,779.93		
16	Green Valley CPAC	Month	1,588.53		
17	Green Valley Government Office Bldg. D	Month	397.13		
18	Green Valley Justice Courts	Month	794.27		
19	Green Valley Library	Month	2,382.80		
20	Green Valley Wastewater Site	Month	635.41		
21	IT Wireless Services- Bldg. #27	Month	397.13		
22	Las Artes Learning Center	Month	2,779.93		
23	Library Bookmobile	Month	158.85		
24	Linda Ave Meeting House- including Carriage House	Month	397.13		
25	Lindsey Education Center	Month	317.71		
26	Littletown Recreation Center	Month	48.88		
27	Mission Library	Month	2,382.80		
28	Mission Library Mid-Day Restroom Cleaning	Month	1,588.53		
29	Power Wash over 2500sqft. (Price per SqFt.)	Square Foot	520.00		
30	Power Wash up to 2500sqft. (Price per SqFt.)	Square Foot	34.50		
31	Sahuarita Library	Month	2,382.80		

This Supplier Contract incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this contract. All transactions and conduct are required to conform to these documents.

PIMA COUNTY

Pima County Procurement Department
 150 W. Congress St. 5th Fl
 Tucson AZ 85701

**Supplier Contract**

Contract Number	SC2500000026
Contract Start Date	02-18-2025
Contract End Date	08-12-2025
Contract Type	Warrant/Check
Contract Email	Maricruz.Lopez
Contract Number	
Contract Email	

Page

3 of 3

Line #	Item Description	UOM	Unit Price	Stock Code	MPN/VPN
32	Sam Lena Library	Month	1,588.53		
33	Sam Lena Mid-Day Restroom Cleaning	Month	1,588.53		
34	Santa Rosa Library	Month	1,588.53		
35	Sheriff Green Valley Substation	Month	794.27		
36	Sullivan Jackson Employment Center	Month	1,191.40		
37	Theresa Lee Clinic	Month	3,177.07		
38	Transportation Administration/Field Engineering- Bldg. #11	Month	1,588.53		
39	Transportation Electric Shop- Bldg. #28	Month	992.83		
40	Transportation Sign Shop- Bldg. #14	Month	1,191.40		
41	Transportation Warehouse- Bldg. #24	Month	1,389.97		
42	Valencia Library	Month	3,971.33		
43	Valencia Library Mid-Day Restroom Cleaning	Month	2,382.80		
44	Walter Rogers Clinic/ Pima Vocational High School	Month	2,382.80		
45	Wastewater Field Engineering - Bldg. #9	Month	1,389.97		
46	Waterless Urinal Maintenance (EcoBlue Cartridges Used)	Each	676.00		
47	Youth Employment One-Stop Center	Month	1,191.40		

This Supplier Contract incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this contract. All transactions and conduct are required to conform to these documents.