

DDA File



# Populist Cleaning Co.

22 N. Washington St.  
Ypsilanti, Michigan 48197  
(734) 482-1800 Phone  
(734) 482-1801 Fax

Submission of contract bid for custodial services to be rendered to:

Ann Arbor Downtown Development Authority  
150 S. Fifth  
Ann Arbor, MI 48104

Specifications for Custodial Services:

1. **WORK TO BE PERFORMED:** The contractor shall furnish all labor and follow sound custodial practices to satisfactorily perform the cleaning services as specified herein.
2. **PLACE OF PERFORMANCE:** address above
3. **PERIOD OF PERFORMANCE & DESCRIPTION OF CLEANING:**

See addendum A

**SPECIAL CONTRACT REQUIREMENTS**

1. **CUSTOMER-FURNISHED MATERIALS:** CUSTOMER will furnish all large and small trash liners, and all restroom stock. CONTRACTOR will furnish all cleaning supplies & equipment.
2. **INSPECTION AND ACCEPTANCE:** The building will be inspected by the Contractor. The Contractor will communicate regularly with CUSTOMER to ensure satisfaction and that standards are being met.

Populist Cleaning Co. has become one of the premier cleaning and facilities maintenance companies in the Ann Arbor Area. Founded in 1980, the company's belief in quality service and strong communication with the Customer has been the foundation of its achievements.

3. **SAFETY/SECURITY:**

(a) All services will be performed in a manner that will assure complete safety to public visitors, workers within, and other people that may be in the area.

(b) Where storage space is available, equipment, materials, and supplies will be stored away from public view when not in use to prevent accidents and obstructions to the area.

(c) When necessary, alarm system will be armed when leaving the facility as instructed by CUSTOMER. Lights will be shut off when leaving the facility, and all doors will be locked, as instructed by CUSTOMER.

(d) All staff are screened and interviewed until management is very satisfied with whom we select for each job sight. We pay significantly higher than market wages, therefore hiring individuals that are committed to long term positions. As a result of our selection process, we do not experience incidents of theft nor do we experience high turnover. We will provide proof of all necessary insurance (liability, workman's comp. and bonding). All staff will be provided with name badges or shirts on the job.

4. **COSTS:** \$650.00 per month for services 3x/week

5. **PAYMENT:** Net 30 days

(A) Check should be made payable to:

POPULIST CLEANING CO.  
22 N. WASHINGTON ST.  
YPSILANTI, MI 48197

6. **INVOICES**: Contractor will submit invoices on the 1st of every month for services rendered for that existing month.

7. **CONTRACTOR PROTECTION**: Employee(s) and/or sub-contractor(s) of the CONTRACTOR are permitted to work only under the direct supervision of the CONTRACTOR performing services for the customer. Should this contract for services be terminated, the employee(s) and/or sub-contractor(s) shall not be available for hire by the CUSTOMER for a minimum of one year following termination of contract, unless noted otherwise in writing by CONTRACTOR.

8. **HOLIDAYS**: CONTRACTOR observes the following holidays: New Years Day; Easter; Memorial Day; Independence Day; Labor Day; Thanksgiving Day; Christmas Day. CONTRACTOR will not provide services on these days. If service falls on one of these holidays, service will not be re-scheduled, with the exception of those Customers that are only serviced once per week. For those Customers, services will be re-scheduled. No Credits will be issued for these holidays.

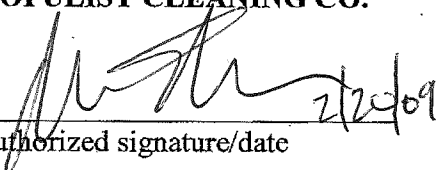
9. **CONTRACT**: This contract is for one year effective March 1, 2009 and is self renewing each year thereafter.

(a) This contract is negotiable at any time by either signing party.

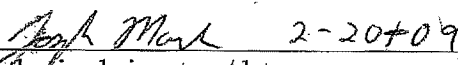
(b) This contract can be canceled at any time by either of the signing parties, given a thirty day written notice.

This contract constitutes the full agreement between the signing parties. All previous oral and written conditions are assumed to be embodied in this written contract. The parties of this agreement have herein set their hands in accord:

**POPULIST CLEANING CO.**

x  2/20/09  
authorized signature/date

**ANN ARBOR DOWNTOWN  
DEVELOPMENT AUTHORITY**

x  2-20-09  
authorized signature/date

2/20/09 - PCC/ME