



This Agreement, dated 14:24 is made between Pinnacle Facility Services ("PINNACLE") and Central Nine Career Center ("CLIENT"). Both PINNACLE and CLIENT agree that PINNACLE will begin service on August 1, 2020, under the following terms and conditions.

1. CLIENT agrees to contract PINNACLE to perform cleaning services according to the attached cleaning schedule.

2.

This business contract agreement is obtained by PINNACLE for the business benefit of a PINNACLE certified EMPLOYEES who hereby agrees to comply with the terms and conditions of this agreement. The EMPLOYEES selected to service this CLIENT will be introduced prior to the start date of service.

3.

Certified EMPLOYEES have successfully completed the PINNACLE training program and carries all required certifications and insurance. All EMPLOYEES are uniformed with Pinnacle Logo Shirts/Smocks/Polos. All EMPLOYEES will go through proper/agreed upon Background Checks. Client retains the right to accept/reject any proposed employee for any reason.

4. Six of the nationally recognized holidays have been taken into consideration during the calculation of this proposal. These include New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. If work is performed on these days, additional charges may apply.

5. PINNACLE will invoice CLIENT at end of the month and

In the event of default on payment, CLIENT agrees to pay PINNACLE costs for collection and/or attorney fees.

6. This agreement may be terminated for non-performance only, and the Client must give PINNACLE written notice, specifying in detail, the nature of any defect in performance. PINNACLE shall have thirty (30) days to cure specified defects. If the specified defects have not been cured at the end of the thirtieth (30) day, the Client shall notify PINNACLE in writing of failure to cure, and the agreement shall terminate thirty (30) days from date of said notice. All written notices must be timely and via certified mail.

7. CLIENT agrees to verbally notify PINNACLE of any non-performance issues, in detail, prior to written notification and credit will be applied for the day in question if the guarantee is engaged.

8. CLIENT agrees that during the term of this agreement and within ninety (90) days after termination of this agreement, they will not employ directly or indirectly any employees, agent representatives or owner/operator sub-contractors of PINNACLE.

9. This initial agreement is for ninety (90) days. It can be converted to standard one (1) year agreement upon written acceptance by client only at least fifteen (15) days prior to 90th day of initial term. All other stipulations will remain as outlined.

**Pinnacle**

"WE KNOW GREEN CLEAN"

GENERAL CLEANING

Offices, Entrances, Reception Areas, Meeting Rooms, Classrooms, Hallways, Common areas

	FREQUENCY
Dust horizontal surfaces - Desk, Credenza, Counter, and File cabinet tops	Every Clean
Spot clean horizontal surfaces for removal of coffee rings and spillage.	Every Clean
Entrance doors and internal glass partitions cleaned of fingerprints and smudges.	Every Clean
Walls cleaned of fingerprints and smudges.	1x / Wk
Clean and sanitize drinking fountains.	Every Clean
Empty all waste paper receptacles, replace liners as needed/necessary	Every Clean
Disinfect all telephone receivers, desktops, table tops, horizontal surfaces	Daily
Disinfect light switches, light switch plate covers, touchpoints, door handles	2x/Day
High dusting – air vents, tops of doors, door frames, ceiling corners	1x / Month
Low dusting – front and sides of desks, legs of chairs, tables, and chair bases	1x / Month
Furniture – vacuum fabric and wipe down other surfaces to remove dust and lint.	1x / Month

GENERAL CLEANING

Offices, Entrances, Reception Areas, Meeting Rooms, Classrooms, Hallways, Common areas

	FREQUENCY
Polish all drinking fountains	1x / Wk
Thoroughly sweep and mop all classrooms using disinfectant	Nightly
Vacuum all high traffic areas and remove noticeable debris from carpeted areas	Nightly
Vacuum all carpeted areas, wall-to-wall	1x/Wk
Detail vacuum all corners and edges	1x/ Month
Auto Scrub Hallways and Cafeteria Floors	Nightly
<i>Day Porter: Monday thru Friday (9:00a.m. till 5:30p.m.) focused on Touchpoint Wiping w/Envirox Critical Care or similar Product, assisting with additional RR cleanings</i>	Every Clean
<i>Day Porter: Monday thru Friday (6:00 a.m. till 2:30 p.m.)- Duties Include Cleaning of Secured Office areas, Outside Can Trash Removal, General Policing of Cafeteria, Restrooms, Entrance/Exit Areas, General Assist to School/Campus as/where directed/needed</i>	Every Clean
Dry Erase Boards will be cleaned as directed/available per normal program/outline with Ops.	Every Clean
<i>Secure all doors, Turn off all lights, Arm any/all alarms as agreed/shown</i>	Every Clean

**Pinnacle**

"WE KNOW GREEN CLEAN"

RESTROOMS

		FREQUENCY
	Clean and disinfect counter tops, wash basins, toilets, toilet seats, and urinals	Every Clean
	Clean and disinfect all dispensers, fixtures, and mirrors	Every Clean
	Empty trash receptacles	Every Clean
	Empty sanitary napkin receptacle and disinfect	Every Clean
	Spot clean partitions and tile walls	Every Clean
	Restock hand soap and paper products	Every Clean
	Disinfect partition handles, door handles , and light switches	Every Clean
	Clean and sanitize outsides of dispensers and trash receptacles	Every Clean
	Polish all dispensers, fixtures, and mirrors	Every Clean
	High dust – tops of partitions, air vents, mirror frames, and tops of doors	1x / Wk
	Clean and disinfect restroom partitions and walls around toilets and urinals	1x / Wk
	Sweep and thoroughly mop floor with germicidal solution	Every Clean

BREAK AREAS

Kitchens, Cafeteria's, Lunch rooms, Coffee areas

		FREQUENCY
	Counters, and table tops cleaned with approved disinfectant	Every Clean
	Fronts of counters and chairs cleaned	Every Clean
	Sinks cleaned with approved disinfectant	Every Clean
	Outside of refrigerator and microwave wiped down	Every Clean
	Trash removed	Every Clean
	Coffee machines turned off	Every Clean
	Sink thoroughly scoured using liquid cleanser	1x / Wk
	Table bases and chair legs cleaned	1x / Month



Additional services... ... and Specialties

If you have a need we will make every effort to accommodate you: **Floor and Carpet Care Program (Holiday)**

Fall Break: 1) Machine Scrub all Restroom Floors
2) Restore and Burnish all VCT Floors
3) Rototek or Cimex Main Walk Areas and/or entrance/side area carpets
4) Apply Bio-Shield to Fitness/Exercise Room

Winter Break: Same as Fall Break (#1-3)
4) Machine Scrub and recoat VCT floors when/where needed

Spring Break: Same as Fall Break(#1-3)
4) Power Wash Outside entrance areas and/or smoking/eating areas
5) Apply Bio-Shield to Fitness/Exercise Room

Summer Break: Same as Fall Break(#1-3)
4) Strip and Refinish any/all VCT Floors
5) Hot water extract all Carpets throughout
6) Wash exterior windows

All estimates for floor care services are based on current labor and supply costs. It is assumed that all heavy articles customer wishes floor services performed under will be removed by customer prior to commencement of floor care service and replaced by customer following completion of service (including tables, chairs, desks, etc.).



Both PINNACLE and Central Nine Career Center do agree to all terms, conditions, cleaning schedule and pricing as outlined in this agreement. PINNACLE will provide all the necessary cleaning chemicals and equipment. Client will provide all paper products, hand soap, and replacement liners for trash receptacles.

Service Provided: Five (5) days per week

Monthly Billing with Holiday Program: \$9308.00 (Includes all Staffing, Holiday Program, Chemicals, Equipment, Supervision, Taxes, Insurance)

Client Name: Central Nine Career Center

Cleaning Address: 1999 U.S.31 South
Greenwood, IN 46143

Start Date: _____

Client

PINNACLE

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Orange Quality Control

By utilizing cutting edge quality control technology, Pinnacle takes the pain out of making sure your buildings are cared for at our high standard of cleaning.

Not only does OrangeQC track the progress of the cleaning in your buildings, but also provides an easy format for you to enter special work requests and submit any complaints. By using this simple program, the team supervisor, regional director and even the CEO get notified of potential issues and special work requests right away. What does that mean for you? It means that you will get faster, more complete responses and solutions than companies that don't use this technology to verify a complete clean.

You can also view past inspections and see that our team is doing the best job for your buildings.

No paperwork, no hassle, just easy-to-use technology created to give you peace of mind.

That's part of the Pinnacle difference!

