

RESOLUTION 208-22

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT BETWEEN
THE BOROUGH OF CLAYTON AND CALLED TO CLEAN LLC
NUNC PRO TUNC**

WHEREAS, the Borough of Clayton has agreed to enter into an Agreement for Janitorial Services; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Clayton, County of Gloucester, and State of New Jersey as follows:

1. That the governing body does hereby approve the attached Agreement between the Borough of Clayton and Called to Clean LLC.

2. That the Administrator be and is hereby authorized to execute said contract on behalf of the Borough of Clayton.

ADOPTED, at a regular meeting of the Mayor and Council of the Borough of Clayton held on September 22, 2022.

BOROUGH OF CLAYTON



THOMAS BIANCO, Mayor

Attest:

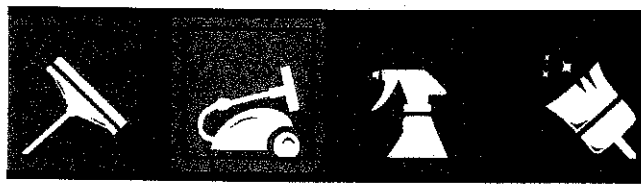


CHRISTINE NEWCOMB, Borough Clerk

CERTIFICATION

I, Christine Newcomb, Borough Clerk, of the Borough of Clayton, do hereby certify that the foregoing Resolution was presented and duly adopted by the Borough Council at a meeting of the Borough of Clayton, held on Thursday, September 22, 2022.

CHRISTINE NEWCOMB, Borough Clerk



Called To Clean LLC

Residential and Commercial Janitorial Services

Agreement Clayton Township

This Agreement, dated: 8/23/22 is made between Called To Clean LLC and Clayton Township, both Called To Clean LLC and Clayton Township agree that Called To Clean LLC will begin service on 08-23-22 with the following terms and conditions:

1. Clayton Township agrees to contract Called To Clean LLC to perform cleaning services 2 times per week.
2. This business contract agreement is obtained by Called To Clean LLC who hereby agrees to comply with the terms and conditions of this agreement.
3. Clayton Township agrees to verbally notify Called To Clean LLC of any non-performance prior to written notification.
4. This Agreement begins on the first date of service and continues for a period of one (1) year. This Agreement automatically renews for a period of (1) year at the end of the then current term, unless either party gives written notice of non-renewal at least 30 days before the expiration date. Rates for Services will be fixed for the first (12) months of this Agreement. Thereafter, on each anniversary date, service rates will be increased by 3%.
5. Terms: Client will be invoiced at the beginning of each month for the recurring services, with payment terms at net 15 days. All additional services are invoiced as incurred, with payment terms at net 15 days. A finance charge of 1.5% per month (minimum \$15.00) will be assessed on all delinquent accounts over 60 days.
6. In addition to any other rights Called To Clean LLC may have, Called To Clean LLC is entitled to all costs of collection, including reasonable attorney fees, paralegal fees, collection agency fees, that Called To Clean LLC incurs to collect any outstanding invoice amount that is past due.
7. Called To Clean LLC annually observes the following federally recognized holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, and Christmas. If that day falls on a Sunday an alternative day that week will substitute.

*By _____
19*



Called To Clean LLC
Residential and Commercial Janitorial Services

SIGNED AND AGREED TO BY:

Clayton Township :

Called To
Clean LLC

By: Sue Miller By: Jason Calg
Name: Sue Miller Name: JASON CALG
Title: Admin Title: OWNER

jason coles <jasoncoles155@yahoo.com>

7/19/2022 10:55 AM

Janitorial Estimate

To smiller@claytonnj.com Copy jason coles <jasoncoles155@yahoo.com>

Hello Susan,

It was a pleasure meeting you and having my walk through with Naomi the other day. I know you would like to have your building cleaned twice a (2) week on Tuesday and Friday.

Here is what I will provide on my daily cleaning schedule.

Cleaning Schedule

Entrances - Common Areas

- Clean fingerprints and smudges from entrance glass and entry doors.
- Spot clean fingerprints and smudges from walls.
- Sweep all hard surface floors with chemically treated mop head.
- Mop hard surface floors to remove stains or spillage marks.
- Replace trash can liners if soiled.
- Thoroughly dust all horizontal surfaces including desks, computer monitors, tables, window sills and wall hangings.
- Wipe clean all telephone receivers and dust the bases.
- Wipe down outside of trash receptacles.
- Sweep and mop floor.
- Vacuum all carpeted areas.

Restrooms - 6

- Empty trash receptacles and wash if necessary.
- Disinfect door handles, partition handles, and light switches.
- Clean all dispensers, mirrors, and fixtures.
- Clean and disinfect sinks, toilets, toilet seats, and urinals.
- Spot clean walls and partitions to remove smudges.
- Restock all paper products and hand soap.
- Sweep and mop floor with disinfectant.

Monthly Cleaning Schedule

- Thoroughly dust all vertical surfaces including desk, tables, chairs, file cabinets, etc.
- High dust of air vents, tops of doors, door frames, ceilings corners, and smudges, etc.
- Dust all baseboards.
- Vacuum upholstery furniture to remove dust and lint.
- Vacuum carpet edges and corners along walls and partitions.
- Clean spots and smudges from walls.

Additional Services Quoted Upon Request.

Carpet

- Bonnet Cleaning\$
- Extraction\$

Hard Surface Floors

- Burnishing\$
- Too Scrub and refinish (Wax)\$
- Strip and Wax\$

Called To Clean LLC will provide all chemicals, equipment, labor, and Supervision. Clayton Township will provide all restroom paper products, hand soap, and trash liners.

We propose to perform the above duties as specified.

Eight times (8) a month

Monthly Billing: \$1262.50

Tax not included

Separate Pricing

- **Clean Recreation center 2 times per month - bathrooms (toilets,sinks,urinals, partitions, wall spot, floors). - per visit = \$67.50.**
- **Clean Senior Center 2 times per month - Men's room (2 sinks/ toilet urinal), ladies room (2 sinks/ toilets), wipe down kitchen counters,dust furniture, vacuum as needed. - per visit = \$87.50.**
- **Windows priced separately.**
- **Shuttle bus priced separately.**

I can forward a copy of the Cleaning Contract Agreement upon request.

**Warm regards
Jason Coles
Called To Clean LLC**

Susan, I am ready to start the first Monday in August (8-1-2022). I can stop by next week to get you a copy of the contract to sign.

**Thanks Jason Coles
Called To Clean LLC
Cell number 1-609-238-9991
Email JasonColes155@yahoo.com**

Sent from my iPhone