

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

Invitation for Bids for Janitorial Services

Addendum Number 1 – Issued August 7, 2026

The Santa Barbara Metropolitan Transit District (MTD) issues this Addendum No. 1 to its Invitation for Bids for Janitorial Services (IFB) issued July 20, 2026. This addendum addresses the questions (Q) by Bidders, with a response (R), and includes MTD-initiated clarification and changes. This addendum is now incorporated into and part of the IFB. Except as modified by this addendum, all other terms and conditions of the IFB remain unchanged.

Sealed bids will be received at MTD, 550 Olive Street, Santa Barbara, CA 93101 until Wednesday, August 12, 2026, by 2:00 PM (local time) when bids will be opened and read aloud.

Q1: Who is the current janitorial contractor for this project?

I am requesting the current total value of the contract between MTD and the last contractor, including the original contract amount, any amendments or change orders, the current total contract value, and the contract term.

What is the current monthly contract amount?

What is the term (start and end dates) of the current contract?

Have there been any additions or changes to the locations or scope of work compared to the previous contract?

R1: Attached is the current Purchase Order in place that serves as the contract between MTD and Munoz Janitorial. Service is on a month-to-month basis until MTD awards and executes a Master Agreement as a result of this IFB solicitation.

It should also be noted that the current Purchase Order is an “evolution” of multiple changes and amendments in the scope of work since the pandemic – where cleaning requirements have changed and facilities have been opened, closed and re-constructed. The scope presented in this IFB reflects MTD’s current operational requirements. Bidders must base their bids solely on the Scope of Work and specifications set forth in this IFB.

Q2: The solicitation refers to "daily" cleaning services. Could you please confirm whether "daily" means Monday through Friday only, or does it include weekends and holidays where applicable?

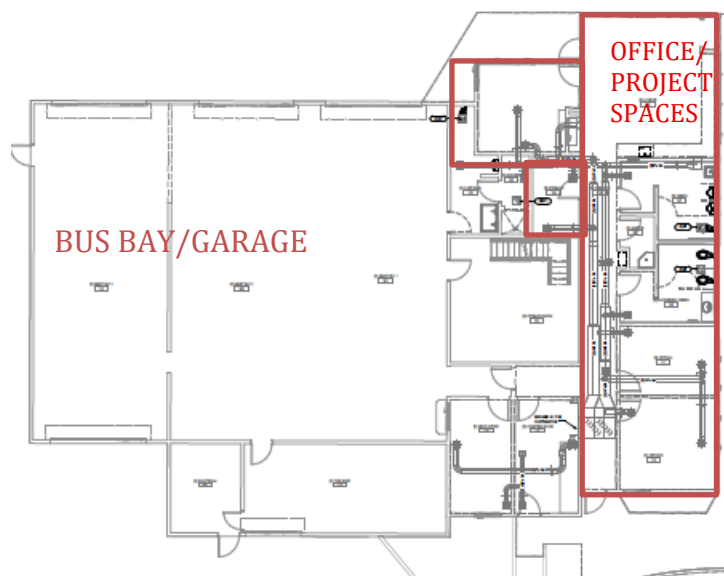
R2: Bidders should thoroughly review the Scope of Work included in the IFB packet, which indicates “Daily” as “Non-holiday weekdays only for office areas & restrooms (office holidays are New Year’s Day, Martin Luther King Day, President’s Day, Memorial Day, the 4th of July, Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve, and Christmas Day). **Every day of the week for areas used by the public, drivers and mechanics (all but Thanksgiving and Christmas days).**

Q3: Could you please provide the square footage for the following locations?

- Transit Center (1020 Chapala Street)
- Terminal 2 – Goleta (5353 Overpass Road)

R3: Transit Center is an approximately 15,200 sf site with a centrally located 1,800 sf terminal building surrounded by a passenger loading platform, circular bus driveway, and project areas stretch to include the bike racks and bus stops immediately outside the building on Chapala.

The Maintenance and Office Building at Terminal 2 in Goleta is approximately 6,288 sf; however, the project area did not include the garage or bus bay and was focused only to the office areas and bathrooms (approx. less than 3,000 sf).



Post Job Walk Clarification and MTD-initiated Changes

Recycling: Contractor shall properly collect recycling items from the clearly identifiable recycling receptacles and place in the designated recycling exterior dumpster for disposal. Co-mingling of recyclable materials and general trash is not acceptable.

Special Tasks: Carpet cleaning (treating spots and deep steam cleaning), as well as window cleaning, is typically requested two times a year. MTD will allow the use of subcontractors meeting MTD insurance requirements under Contractor's bid and contract prices.

Bike Racks/Bike Lockers: All trash should be removed from these areas on MTD property (Public often will leave their empty drink cups on top of bike lockers at entry way when visiting MTD's Terminal 1 Admin Building).

Reduction in Services: MTD reserves the right, at its sole discretion and upon written notice to the Contractor, to reduce, suspend, or eliminate specific facilities, locations, areas, or services from the Scope of Work (including, but not limited to, the closure of the public restrooms at the Transit Center). In the event of a scope reduction, MTD shall receive an equitable adjustment/reduction in the contract price. Price shall be negotiated between the Contractor and MTD at such time.

Transit Center: The bus stops on Chapala, immediately outside the Transit Center building, are considered "High Touch" public areas and require daily service at each visit to the Transit Center:

- **Monday through Friday:** 9:30am -10:30AM; 3PM -4 PM; and again between 8 PM -11 PM.
- **Weekends:** 10 AM -11 AM; 2 PM -3 PM, and again between 8 PM -11 PM.

Customer Service Window: The as-needed care of the Transit Center of the clear acrylic partition surrounding the Customer Service Representative area shall strictly follow these requirements:

Cleaning & Maintenance

See attached exhibit for additional care.

- **DUSTING:** Dust acrylic with a soft cloth or chamois, wiping gently. (NO paper towels)
- **WASHING:** Wash acrylic with a mild soap or detergent and lukewarm water solution. Use a clean, soft cloth or natural sponge and as much solution as possible. Rinse well. Dry by blotting with damp cloth or chamois. Grease and oil are best removed with hexanes, kerosene, or aliphatic naphtha.
 - o AROMATIC COMPOUNDS MUST NOT BE USED.
 - o DO NOT USE: Window cleaning fluids, scouring compounds, gritty cloth, leaded or ethyl gasolines, or strong solvents such as alcohol, acetone, carbon tetrachloride, lacquer thinners, Windex, etc. (NO PAPER TOWELS)
- **ANTI-STATIC COATING:** These coatings on acrylic successfully prevent the accumulation of electrostatic charge. Between applications of the anti-static coatings, acrylic need only be dusted with a soft damp cloth or chamois. Mild detergents (for example, 1% Joy in water) provide good anti-static properties while serving as excellent cleaners for acrylic.
- **POLISHING:** After cleaning, the acrylic may be waxed with a good grade of commercial wax. Waxing will improve the appearance of the acrylic by filling in minor scratches. The wax should be applied in a thin, even coat and brought to high gloss by rubbing lightly with a soft dry cloth.

CLEANING & SANITIZING

ACRYLIC AND POLYCARBONATES

CLEANING

The glazing should first be flushed with clean water to remove loose abrasive particles. Then gently washed with a mild soap or detergent and lukewarm water solution. Dry with a clean damp chamois or soft/microfiber cloth. Avoid hard, rough cloths or paper towels since they can put fine scratches in acrylic or polycarbonate surfaces.

SANITIZING

Use only approved cleaners or disinfectants as shown in the below chart. Generally speaking soap and water, hydrogen peroxide and diluted isopropyl alcohol-based sanitizers work best as disinfectants. Disinfectants containing hydroxides, dimethyl benzyl or ethyl ammonium chloride, ethylenediamines and hypochlorite will crack polycarbonate sheets.

If you are unsure what type of glazing your installation contains, contact your sales representative to confirm prior to attempting cleaning and sanitizing.

DO NOT CLEAN WITH

Paper towels, gritty cloths, or any rough or dirty materials. Never use window cleaning fluids like Windex, strong solvents such as acetone, lacquer thinner, gasoline, carbon tetrachloride, MEK, chlorinated solvents, gasoline, or scouring compounds. When solvents are used, the surface may not craze immediately, but it may craze later on (sometimes days or weeks later).

RECOMMENDED DISINFECTANTS/SANITIZERS

BRAND	MANUFACTURER	PRODUCTS	COMPATIBILITY
TUFFAK	BioMed, LLC	Steriplex SD	Compatible
TUFFAK	Safetec of America	Safetec surface wipes	Compatible
TUFFAK	CONTEC Healthcare	Perodox RTU, Prostat sterile wipes PS-911EB	Compatible
OPTIX	Generic	hydrogen peroxide - pharmacy grade	Compatible
OPTIX	Generic	isopropyl alcohol - diluted with water to 30% strength	Compatible
VIVAK	Generic	hydrogen peroxide 28%, isopropyl alcohol, soap solution	Compatible
TUFFAK	Procter & Gamble	Clorox health care bleach germicidal cleaner	Not Compatible
TUFFAK	Unimeg Corp	Accel TB	Not Compatible
TUFFAK	Procter & Gamble	Clorox broad spectrum quaternary disinfectant cleaner	Not Compatible
TUFFAK	Zep Inc	ZEP 40, Spirit II	Not Compatible
TUFFAK	PDI Inc	PDI Super Sani-Cloth	Not Compatible
TUFFAK	Reckitt Benckiser	Lysol disinfection spray brand III original	Not Compatible
TUFFAK	Fiberlock Technologies Inc	Shockwave disinfectant	Not Compatible
TUFFAK	CONTEC Healthcare	Preempt RTU multi-surface disinfectant cleaner	Not Compatible
TUFFAK	Procter & Gamble	Clorox regular bleach	Not Compatible
OPTIX	Generic	ethyl alcohol - pharmacy grade	Not Compatible

Please note that Total Security Solutions does not sell these products. Please contact your janitorial supply vendor for availability and pricing. These recommendations and product data are based on information we believe to be reliable. They are offered in good faith, but without guarantee, as conditions and methods of use are beyond our control. You should always test and determine the suitability of any chosen products/recommendations before adopting them on a commercial scale. For further information, please contact our engineering department at 866-387-2012.

****IMPORTANT****

CLEANING & MAINTENANCE INSTRUCTIONS

DUSTING – Dust acrylic with a soft cloth or chamois; wiping gently. (NO paper towels)

WASHING – Wash acrylic with mild soap or detergent and lukewarm water solution. Use a clean soft cloth or natural sponge and as much solution as possible. Rinse well. Dry by blotting with a damp cloth or chamois. Grease and oil are best with hexans, kerosene or aliphatic naphtha. **AROMATIC COMPOUNDS MUST NOT BE USED.**

DO NOT USE – Window cleaning fluids, scouring compounds, gritty cloth, leaded or ethyl gasolines or strong solvents such as alcohol, acetone, carbon tetrachloride, lacquer thinners, Windex and etc. (NO PAPER TOWELS)

ANTI-STATIC COATING – These coatings on acrylic successfully prevent the accumulation of electrostatic charge. Between applications of the anti – static coatings, acrylic need only be dusted with a soft damp cloth or chamois. Mild detergents (for example 1% Joy in water) provide good anti – static properties while serving as excellent cleaners for acrylic.

POLISHING – After cleaning and polishing, the acrylic may be waxed with a good grade of commercial wax. Waxing will improve the appearance of the acrylic by filling in minor scratches. The wax should be applied in a thin even coat and brought to high gloss by rubbing lightly with a soft dry cloth.

Santa Barbara Metropolitan Transit District

550 Olive Street • Santa Barbara, CA 93101 • (805) 963-3364

PURCHASE ORDER

11061

NUMBER

11061

DATE

11/18/25

TIME

PAGE

1

Vendor Original

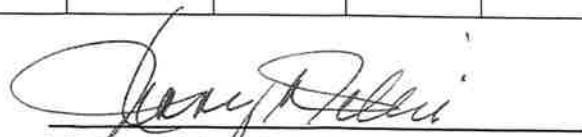
To: MUNOZ JANITORIAL
7461 SAN BLANCO DRIVE
GOLETA, CA 93117

Ship To: SANTA BARBARA MTD
550 OLIVE STREET
SANTA BARBARA, CA 93101

VENDOR NO.	SHIP VIA	F.O.B.	TERMS
M1625		SBMTD	Net 30 days/Due Upon

BUYER	CONFIRMED TO	REMARKS	FREIGHT	TAXABLE
GA	Nolan Robertson			N

LINE	QTY. ORDERED	UNIT OF MEASURE	QUANTITY RECEIVED	PRODUCT NO.	VENDOR PART NO.	UNIT PRICE	EXTENDED PRICE
	QTY. B/O			DESCRIPTION		DUE DATE	
1	9		0	NS	NS	4,000.00	36,000.00
				T1 olive terminal- monthly janitorial services			
2	9		0	NS	NS	2,800.00	25,200.00
				TC transit center - monthly janitorial services			
3	9		0	NS	NS	1,000.00	9,000.00
				TC transit center bus stops- monthly cleaning service			
4	9		0	NS	NS	1,050.00	9,450.00
				T2 overpass terminal - monthly janitorial services			
5	100		0	NS	NS	35.00	3,500.00
				Emergency/ misc. - hours janitorial services			
6	1		0	NS	NS	1,000.00	1,000.00
				Janitorial supplies management fee			
see log							
This PO is subject to the attachments in the following order of control: PO; Insurance requirements, attached as exhibit A, The Amendment to include the Transit Center, executed on August 13, 2020, attached as exhibit B, The Amendment to include Terminal 2 (T2), attached as exhibit C, and the proposal for janitorial services at 5353 Overpass Rd, dated November 6, 2025							


MTD Authorizing Official Signature

Non-Taxable Subtotal	84,150.00
Taxable Subtotal	0.00
CA Sales Tax	0.00
Total Purchase Order	\$84,150.00

☐ For FTA-funded purchases exceeding \$10,000, subject to attached FTA Contract Provisions, including Paragraph 11 on Terms and Conditions (reverse)

This Purchase Order is subject to all terms and conditions included on the back. Likewise, all obligations of MTD are subject to said terms and conditions. By tendering any performance or requesting any consideration hereunder, the contractor, vendor or supplier (hereafter "contractor") of the services or materials included on this Purchase Order expressly accepts such terms and conditions, as well as all terms and conditions of any applicable Master Agreement with MTD. Such Master Agreement terms and conditions will control in the event of any conflict with these Purchase Order terms and conditions.

ALL INVOICES AND PACKING SLIPS MUST REFER TO ABOVE ORDER NUMBER.

MTD PURCHASE ORDER TERMS AND CONDITIONS

- Qualifications.** Contractor or Contractor's representative (hereinafter, collectively, "Contractor") certifies that Contractor (1) is qualified to do business and is in good standing in the State of California, (2) has never been restricted or debarred from state or federal contracting, and (3) has authority to enter into and perform its obligations under this Purchase Order, which constitutes a valid and binding obligation of Contractor.
- Prohibited Interest.** The parties hereto covenant and agree that no Board member, officer, or employee of MTD, during his/her tenure as such and for one year thereafter, has any interest, whether contractual, financial or otherwise, in this Purchase Order transaction, or in the business of a contracting party other than MTD. If any such interest comes to the knowledge of either party at any time, a full and complete disclosure of all such information will be made in writing to the other party, even if such interest would not be considered a conflict of interest under Article 4, Chapter 1, Divisions 4 and 4.5, Title I of the Government Code of the State of California.
- Compliance with Laws and Regulations.** Contractor warrants that in the performance of work and/or services under this Purchase Order it will comply with all applicable federal, state and local laws and ordinances, and all lawful orders, rules, and regulations thereunder.
- Delivery & Freight.** Any item provided under this purchase order shall be delivered FOB Santa Barbara to 550 Olive Street, Santa Barbara, CA 93101. All freight and delivery charges shall already have been included in the Contractor's purchase order price and shall not be paid otherwise by MTD.
- Title & Risk of Loss.** The Contractor shall have title to and bear the risk of any loss of or damage to any item provided hereunder until it is safely delivered and/or installed or otherwise set up for usage by MTD. Upon such safe delivery and applicable installation/setup, title shall pass from the Contractor to MTD, and the Contractor's responsibility for loss or damage shall cease, except for loss or damage resulting from the Contractor's negligence. Such passing of title shall not, however, constitute acceptance of any item by MTD. The Contractor shall further warrant that the title to any item provided hereunder is free from all claims, encumbrances and liens.
- Acceptance.** All items, devices, services, work or systems to be furnished by the Contractor pursuant to this purchase order shall be subject to acceptance by MTD. MTD shall inspect such deliverables no later than fourteen (14) calendar days after said deliverables have been received, and, if applicable installed or otherwise set up for usage by MTD. Acceptance shall occur when it is determined by MTD that all items, devices, services, work or systems provided pursuant to this purchase order are in full compliance with this purchase order and any other applicable contract documents. Upon acceptance, formal notification thereof shall be made by MTD via notice to the Contractor.
- Damage or Loss.** All losses or damage arising from circumstances, either natural or artificial, foreseeable or unforeseeable, which may be encountered by the Contractor during performance under this Purchase Order, shall be borne solely by the Contractor. This provision shall also apply to losses or damage resulting from any act or omission on the part of the Contractor or any agent or person employed by or working for or with the Contractor.
- Infringement of Patents.** The Contractor agrees that it will, at its own expense, defend all suits and proceedings instituted against MTD and pay any award of damages assessed against MTD in such suits or proceedings, insofar as the same are based upon any claim that Contractor's items, devices, services, work, systems, or any part thereof, or any tool or process used in or for performance of this purchase order, constitutes an infringement of any legal United States copyright or patent. MTD agrees that it will give the Contractor prompt notice in writing of the institution of any such suit or proceeding and will permit the Contractor through any counsel reasonably agreed to by MTD to defend the same and will give Contractor information, reasonable assistance and authority necessary for the Contractor to do so. Contractor may settle any such litigation at its sole cost. If anything provided to MTD under this purchase order is held to constitute infringement and use of same is enjoined, the Contractor shall, at its own expense and at its option, either procure for MTD the right to continue using the infringing item, or replace same with a non-infringing similar item, or modify the item so it becomes non-infringing.
- Warranty.** Contractor warrants to MTD that, after MTD's full acceptance of items, services, or work under this Purchase Order, each shall conform with the requirements hereof and be free of defects. The rights of MTD hereunder are in addition to, and not limited by, the Contractor's standard warranties, if any. Acceptance of items, services, or work hereunder by MTD, or payment therefor, shall not relieve the Contractor of its obligations under this Purchase Order or any other warranty, whether express or implied.
- Breach.** In the event of a breach of any of these terms and conditions by Contractor, MTD shall have all remedies provided at law or in equity, which remedies shall be cumulative, and the election of one remedy shall not preclude MTD's pursuit of another. If a Contractor breach is determined by MTD to have been willful, the procurement officer shall be entitled to preclude the Contractor from further contracts with MTD. MTD shall at all times retain the right to terminate the contract upon any breach or failure to perform thereof by the Contractor, if such breach or failure remains uncured for ten (10) days following written notice thereof to the Contractor.
- FTA funds.** If this contract involves Federal Transit Administration ("FTA") funds in excess of Ten Thousand Dollars (\$10,000), the Contractor hereby acknowledges this Purchase Order is subject to FTA Contract Provisions; as attached, that include terms and conditions for Energy Conservation; Civil Rights and Equal Employment Opportunity; Federal Changes; No Government Obligation; Program Fraud; Disadvantaged Business Enterprise (DBE) Program; Incorporation of FTA Terms; Telecommunications and Video Surveillance Services; Safe Operation of Motor Vehicles; and Access to Records and Reports where MTD, the FTA, the U.S. Comptroller General and duly authorized representatives of each shall have access to the Contractor's records directly pertaining to this purchase order. Such records shall be maintained for three (3) years after all pending purchase order and contract matters with MTD have been closed.
- Indemnification.** The Contractor hereby covenants and agrees to defend, indemnify and hold MTD harmless from any and all claims, actions, damages, costs or liabilities, including attorney's fees, expert fees and court costs, arising from the negligence or wrongful act or omission of Contractor. Included, without limitation, in the scope of the foregoing indemnification obligation is Contractor's obligation to maintain full insurance coverage for commercial general liability, worker's compensation, and auto liability policies in the amount of at least \$1,000,000 per claim. MTD reserves the right to require submittal of a certificate of insurance naming MTD as additional insured.
- No Assignment.** This Agreement is not assignable by either party, and any attempt by either party to assign its obligations hereunder shall be void ab initio at the election of the other party, which election may be made by written notice within ten (10) days of the non-assigning party's receipt of actual knowledge of such attempted assignment. Notwithstanding the foregoing, however, with the consent of the non-assigning party, the obligations and burdens of a party under this purchase order shall bind and apply to any permitted successor-in-interest or assignee of the business and/or operations of an assigning party.
- Dispute resolution.** Any dispute hereunder is subject to alternative dispute resolution ("ADR"). The general manager or procurement officer of the MTD is hereby authorized to settle or resolve any dispute, provided agreement can be obtained from Contractor. Failing such agreement, within a reasonable time after the dispute arises, the parties must first pursue mediation, and *binding* arbitration thereafter consistent with the ADR policy.
- Termination.** Notwithstanding any other provision hereof to the contrary, MTD reserves the right to terminate this contract for any reason, at anytime, upon thirty (30) days advance notice to the Contractor. Upon such notice of termination (other than for a breach hereof by Contractor), MTD shall accept all goods and/or services tendered to the date of such notice and shall also pay the Contractor all costs reasonably incurred by the Contractor in the supplying of goods or in the rendering of services prior to the notice of termination.
- Attorney Fees and Costs.** In the event of a controversy (including, but not limited to, mediation or arbitration) between the parties with respect to the interpretation, enforcement or termination of this purchase order, the prevailing party in such controversy shall be entitled to receive, in addition to such other award as the arbitrator may deem appropriate, full reimbursement for its costs and reasonable attorney's fees incurred therein.
- Master Agreement.** Contractor understands and agrees that any Master Agreement between MTD and Contractor related to this transaction will control and supersede these terms and conditions, if any are in conflict with the terms and conditions of an applicable Master Agreement.

INSURANCE REQUIREMENTS

“Paragraph 18.” Insurance

applies to Prime Contractor and all subcontractors.

a. Contractor’s Insurance Representations to MTD.

i. It is expressly understood and agreed that the insurance coverages required herein:

A. represent MTD’s minimum requirements and are not to be construed to void or limit Contractor’s indemnity obligations as contained in this Agreement nor represent in any manner a determination of the insurance coverages Contractor should or should not maintain for its own protection; and

B. are being, or have been, obtained by Contractor in support of Contractor’s liability and indemnity obligations under this Agreement. Irrespective of the requirements as to insurance to be carried as provided for herein, the insolvency, bankruptcy, or failure of any insurance company carrying insurance of Contractor, or the failure of any insurance company to pay claims accruing, shall not be held to affect, negate, or waive any of the provisions of this Agreement.

ii. Failure to obtain and maintain the required insurance shall constitute a material breach of, and default under this Contract. If Contractor shall fail to remedy such breach within five (5) business days after written notice by MTD, Contractor will be liable for any and all costs, liabilities, damages and penalties resulting to MTD from such breach, unless a written waiver of the specific insurance requirement(s) is provided to Contractor by MTD. In the event of any failure to Contractor to comply with the provisions of this portion of the Agreement, MTD may, without in any way compromising or waiving any right or remedy at law or in equity, on notice to Contractor, purchase such insurance, at Contractor’s expense, provided that MTD shall have no obligation to do so and if MTD shall do so, Contractor shall not be relieved of or excused from the obligation to obtain and maintain such insurance amounts and coverages.

b. Conditions Affecting All Insurance Required Herein.

i. Cost of Insurance. All insurance coverage shall be provided at Contractor’s sole expense.

ii. Maintenance of Insurance. All insurance coverage shall be maintained in effect with limits not less than those set forth below at all times during the term of this Agreement.

iii. Status and Rating of Insurance Company. All insurance coverage shall be written through insurance companies admitted to do business in California and with a Best’s Financial Strength Rating of A- or better, as shown in the on-line version of Best’s Rating & Criteria Center.

iv. Restrictive, Limiting, or Exclusionary Endorsements. All insurance coverage shall be provided to Contractor Parties in compliance with the requirements herein and shall contain no endorsements that restrict, limit, or exclude coverage in any manner without the prior express written approval of MTD.

v. Limits of Liability. The limits of liability may be provided by a single policy of insurance or by a combination of primary and umbrella policies, but in no event shall the total limits of liability available for any one occurrence or accident be less than the amount required herein.

vi. Notice of Cancellation, Nonrenewal, or Material Reduction in Coverage. In the event of cancellation, nonrenewal, or material reduction in coverage affecting the certificate holder, thirty (30) days prior written notice shall be given to the certificate holder by certified mail, return receipt requested, except in the event of cancellation for nonpayment, in which event fifteen (15) days prior written notice shall be given. If insurer will not include in its coverage such written notifications, it shall be incumbent upon Contractor to comply with such written notification requirements.

vii. Additional Insured Status. Additional insured status shall be provided in favor of MTD and its officers, employees and agents, including consultants, on all liability insurance required herein except workers’

compensation/employer's liability and the certificate of insurance shall reflect same. Such additional insured coverage shall be primary to and shall seek no contribution from all insurance available to MTD, with MTD's insurance being excess, secondary, and noncontributing.

viii. Waiver of Subrogation. All insurance coverage carried by Contractor required herein shall provide a waiver of subrogation in favor of MTD for all loss covered by such insurance, and Contractor waives all rights of action against MTD for such loss.

ix. Primary Liability. All insurance coverage required herein shall be primary to and shall seek no contribution from all insurance available to MTD, with MTD's insurance being excess, secondary, and noncontributing. Where necessary, coverage shall be endorsed to provide such primary liability, and the certificate of insurance shall reflect same.

x. Deductible/Retention. All insurance required for this project shall have a maximum deductible or self-insured retention of \$10,000 per policy.

xi. Claims Against Aggregate. MTD must be notified in writing by Contractor at MTD's address set forth herein immediately upon knowledge of possible claims against Contractor that might cause a reduction below seventy-five (75%) of any aggregate limit of any primary policy.

c. Commercial General Liability Insurance.

i. Coverage. Such insurance shall cover liability arising out of all locations and operations of Contractor, including but not limited to liability assumed under this Agreement (including the tort liability of another assumed in a business contract). Defense shall be provided as an additional benefit and not included within the limit of liability.

ii. Form. Commercial General Liability Occurrence form, at least as broad as an unmodified ISO CG 00 01 10 93 or its equivalent.

iii. Amount of Insurance. Coverage shall be provided with limits of not less than:

A. Each Occurrence Limit	\$1,000,000
B. General Aggregate Limit	\$2,000,000
C. Product-Completed Operations Aggregate Limit	\$2,000,000
D. Personal and Advertising Injury Limits	\$1,000,000
E. Fire Damage (any one fire)	\$50,000
F. Medical Expense (any one person)	\$5,000

iv. Required Endorsements.

A. Additional Insured status as required in 18(b)(vii), above.

B. Notice of Cancellation, Nonrenewal, or Material Reduction in Coverage, as required in 18(b)(vi), above.

C. Personal Injury Liability: The personal injury contractual liability exclusion shall be deleted.

D. Primary Liability, as required in 18(b)(ix), above.

E. Waiver of Subrogation, as required in 18(b)(viii), above.

F. Continuing Commercial General Liability Insurance: Contractor shall maintain such insurance in identical coverage, form, and amount, including required endorsements, for at least three (3) years following the date of acceptance by MTD of the last bus built pursuant to this Agreement.

d. Auto Liability Insurance.

i. Coverage. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned).

ii. Form. Business Auto Form (at least as broad as an unmodified ISO CA 0001 or its equivalent).

iii. Amount of Insurance. Coverage shall be provided with a limit of not less than \$1,000,000, combined single limit.

iv. Required Endorsements.

A. Additional Insured status as required in 18(b)(vii), above.

- B. Notice of Cancellation, Nonrenewal, or Material Reduction in Coverage, as required in 18(b)(vi), above.
- C. Waiver of Subrogation, as required in 18(b)(viii), above.
- e. Workers' Compensation/Employer's Liability Insurance.
 - i. Coverage. Such insurance shall cover liability arising out of Contractor's employment of workers and anyone for whom Contractor may be liable for workers' compensation claims. Workers' compensation insurance is required, and no "alternative" forms of insurance shall be permitted.
 - ii. Amount of Insurance. Coverage shall be provided with a limit of not less than:
 - A. Workers' Compensation: Statutory limits
 - B. Employer's Liability: \$1,000,000 each accident and disease.
 - iii. Required Endorsements.
 - A. Notice of Cancellation, Nonrenewal, or Material Reduction in Coverage, as required in 18(b)(vi), above.
 - B. Waiver of Subrogation, as required in 18(b)(viii), above.
- f. Other Insurance. MTD shall have the right, exercisable in its sole judgment at any time by giving prior written notice thereof to Contractor, to require Contractor to increase the limit and coverage amount of any insurance Contractor is required to maintain pursuant to this Agreement to an amount that MTD may, in its sole judgment, deem reasonably sufficient; and purchase other insurance and/or endorsement in such amounts or types as MTD may reasonably require from time to time.

**Amendment
to
Janitorial Services (Agreement)
between
Santa Barbara Metropolitan Transit District (MTD)
and
Munoz Janitorial (Contractor)**

WHEREAS:

- A. On November 27, 2019, an Agreement was entered into by and between MTD and Contractor (collectively the "Parties") which included a Statement of Work that included a Temporary Transit Center on the 1000 block of Chapala Street in City Parking Lot 3;
- B. On or before September 1, 2020, the Temporary Transit Center shall be removed and no longer require service under the Agreement;
- C. On or before September 1, 2020, the remodeled Transit Center at 1020 Chapala Street shall open to the public and require Agreement;
- D. The Parties desire to amend the Original Statement of Work to remove the Temporary Transit Center and add the Transit Center; and
- E. The Amended Statement of Work is in its entirety attached hereto as "Statement of Work (Revised July 28, 2020)."

NOW, THEREFORE, the Parties to the Agreement do hereby agree as follows:

- 1. The Original Statement of Work is replaced in its entirety with the "Statement of Work (Revised July 28, 2020)" document, attached hereto as Exhibit A.
- 2. In consideration for the modified services to be performed by the Contractor, MTD agrees to pay Contractor the quote on the "Amended Janitorial Services Price Form", attached hereto as Exhibit B.
- 3. MTD also agrees to pay Contractor per the terms and the amount specified on the "Amended Janitorial Services Price Form" for cleaning, disinfecting, and emptying the trash receptacles at bus stops in the vicinity of the Transit Center.
- 4. Except for changes to the Agreement stipulated herein, all other provisions of the Agreement not inconsistent with the revised Statement of Work and Price Form shall remain in full force and effect.

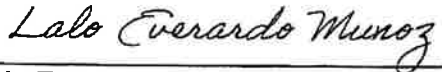
IN WITNESS WHEREOF, the undersigned have caused this Amendment to be executed and to be effective when the Transit Center opens to the public on or before September 1, 2020.

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

MUNOZ JANITORIAL



Jerry Estrada
General Manager



Lalo Everardo Munoz
Principal

8/13/2020

Date

8/12/2020

Date

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

JANITORIAL SERVICES

STATEMENT OF WORK (Revised July 28, 2020))

I. LOCATIONS

The locations to be provided janitorial services under this Statement of Work (SOW) include:

Olive Terminal (2 buildings)
550 Olive Street
Santa Barbara, CA 93101

Transit Center
1020 Chapala Street
Santa Barbara, CA 93101

A. Olive Terminal – Olive Terminal areas to be serviced include two separate buildings: the two-story Administration Building (14,000 sf) and the office, lounge, and restroom areas of the Maintenance Building (900 sf). Appendix A includes an Olive Terminal site plan showing areas subject to this SOW.

B. Transit Center – Transit Center (TC) areas to be serviced include the full interior as well as the exterior passenger waiting area defined by the sidewalk directly surrounding the building. Attached as Appendix B is a TC site plan showing the areas subject to this SOW.

II. SCHEDULE

A. Olive Terminal-Administration Building – Office areas and restrooms shall be serviced once each non-holiday weekday between 6 PM and 11 PM. Areas frequented by bus drivers (i.e. restrooms, lounge/kitchen, locker room) shall be serviced no sooner than 8 PM each day that bus service is provided (all but Thanksgiving and Christmas days). The driver restrooms—excluding the showers— and “high touch surfaces” (as defined in Appendix C) shall be serviced one additional time each bus service day between 11 AM and 1 PM.

B. Olive Terminal-Maintenance Building – The three staff offices and unisex restroom in the Maintenance Building shall be serviced once each non-holiday weekday between 6 PM and 11 PM. Areas frequented by mechanics and service workers (i.e. restrooms, lounge/kitchen, locker room) shall be serviced no sooner than 8 PM each day that bus service is provided (all but Thanksgiving and Christmas days). The shop restroom and locker area—excluding the shower—and “high touch surfaces” (as defined in Appendix C) shall be serviced one additional time each bus service day between 11 AM and 1 PM.

C. Transit Center-Interior – The Transit Center interior shall be serviced no sooner than 7 PM each day that bus service is provided. All restrooms and “high touch surfaces” (as defined in Appendix C) shall be serviced two additional times each bus service day: on weekdays between 9:30 AM and 10:30 AM and between 3 PM and 4 PM; and on weekends between 10 AM and 11 AM and between 2 PM and 3 PM.

D. Transit Center – Exterior – The external passenger waiting area composed of the raised sidewalk area surrounding the TC—which includes the garbage and recyclable receptacles thereon—shall be serviced no sooner than 8 PM each day that bus service is provided.

III. SERVICE TASKS

A. Task Listings & Schedules – The janitorial services provided under this SOW are detailed by task type, frequency and location in Appendices C and D.

B. Extra Bathroom Service – Driver and shop restrooms at Olive Terminal shall include one additional mid-day servicing between 11:00 am and 1:00 pm daily.

C. Emergency Services – The janitorial services provided under this SOW shall include being on call for emergency services at both the Olive Terminal and the TTC between the hours of 6:00 AM and 7:00 PM on weekdays and 9:00 AM to 5:00 PM on Saturdays and Sundays on each day that bus service is provided (all but Thanksgiving and Christmas days). Contractor shall respond to such calls within 30 minutes. MTD will pay a one-hour minimum. The Contractor hourly rate shall incorporate all costs including supplies and travel time built in (i.e., Contractor will only charge MTD for time on MTD site).

D. Garbage & Recyclables Disposal – Refuse and recyclables shall be processed as follows:

- Garbage and recyclables shall be emptied from receptacles and disposed of whenever an area receives janitorial services as specified herein. Liners shall be replaced whenever garbage or recyclables are disposed of in exterior, kitchen/lounge, or restroom receptacles; and office/meeting rooms as needed.
- All interior and exterior garbage receptacles shall be lined. All recyclable receptacles other than those in offices shall be lined (a non-lined recyclable receptacle is adjacent to most office refuse cans).
- Exterior receptacles subject to service include all those at the TC, the exterior garbage receptacles at the front and rear entrances of the Administration Building, the two receptacles on the front patio of the Administration Building, and the cigarette receptacle in the designated smoking area.
- All Olive Terminal garbage and recyclables shall be disposed of in the appropriate dumpster adjacent to the Fuel Island, as indicated in Appendix A: Olive Terminal Site Plan.
- Each night, all TC garbage and recyclables shall be disposed at the Olive Terminal, in the appropriate dumpster adjacent to the Fuel Island, as indicated in Appendix A. Such transported refuse shall be in securely tied bulk or liner bags with the tied end facing up to prevent fluid leakage. Any leaking bags shall be double-wrapped to eliminate such leaks. If any janitorial waste must be stored during the day, it shall be locked in the janitorial closet.

E. Graffiti Removal – General public areas, particularly the public restrooms at the TC, are subject to being marked up with graffiti on a daily basis. The janitorial services provided under this SOW shall include removal of such graffiti on an as needed basis immediately as it is discovered. Any graffiti that cannot be removed by the MTD-approved, graffiti-removal product(s) shall be reported immediately to MTD as property damage.

IV. SERVICE STANDARDS & SAFETY

A. Cleaning Standards & Requirements – The performance of all cleaning and servicing shall be carried out in a professional manner in accordance with accepted industry standards. The following list shows standards or tasks that MTD requires.

- Water/disinfectant solution used for mopping floors shall be changed as needed such that all damp-mopped floors are clean.
- Separate mops shall always be used for restrooms and shall never be used on a non-restroom floors.
- No janitorial services shall be carried out on desktops including electronic or powered office machines with the following exceptions:
 - All telephone handsets shall be disinfected daily.
 - At the TC, the CSR microphones shall be disinfected daily.
 - At the TC, in the passenger waiting area, the large video monitors shall be lightly dusted with an overhead mop duster weekly.
- At the TC, the clear acrylic partition surrounding the CSR area shall only be cleaned using Dawn® Dish Soap (or MTD-approved equal) and warm water, and wiped dry of streaks with a clean, extra-soft microfiber cloth.

B. Safety Standards & Requirements – The performance of all cleaning and servicing under this SOW shall be carried out in a safe and legal manner in accordance with applicable laws and regulations. The following list represents tasks that MTD places an emphasis on and requires:

- “Wet Floor” caution signs, with appropriate symbol and written in both English and Spanish, shall be placed on the floor in any area being damp-mopped until the floor is dried.
- All cleaning products shall be used as directed by manufacturer.
- Material Safety Data Sheets (MSDS) shall be provided for all appropriate janitorial products in electronic format to a designated MTD employee for inclusion in its applicable MSDS libraries.

V. JANITORIAL EQUIPMENT & SUPPLIES

- A. Contractor-Provided Equipment & Supplies – All janitorial equipment and supplies necessary to carry out this SOW, except those listed in B below, shall be provided by the Contractor.
- B. MTD-Provided Supplies – MTD shall provide garbage and recyclable receptacles (excluding liners).
- C. Equipment & Supplies Storage – MTD shall provide one janitorial closet in the Administration Building and one at the TC.

VI. CONSUMABLE SUPPLIES

- A. Types – The Contractor shall provide and restock per the task listings in the Appendices the following consumable supplies: toilet paper, toilet seat covers, air freshener aerosol, paper towels, hand soap, hand sanitizer, and trash/recyclable receptacle liners.
- B. Consumable Ordering – MTD shall provide the Contractor with a listing of consumable supplies by vendor, brand name and product line, which the Contractor shall order, stock and resupply as necessary. MTD pays the vendor directly. Contractor shall retain responsibility for managing the consumable supplies inventory. For these services, on a monthly basis the Contractor shall be paid a 5% fee of the total cost, excluding tax and freight, of all applicable consumable supplies that it orders in the name of MTD.
- C. Consumable Storage – Consumable supplies may be stored in locations specified by MTD. Contractor shall be responsible for off-site storage of supplies that cannot fit in MTD-provided storage areas.
- D. Receptacle Liners – Liners shall be of the appropriate size and type for the receptacle.
- E. Paper Towels – To avoid running out of paper towels in kitchen areas, which experience high usage, additional paper towel stock shall be placed in kitchen cabinets.

VII. CONTRACTOR EMPLOYEE REQUIREMENTS

- A. Primary Contact – Contractor shall designate a person that will be the primary single point of contact for all janitorial service-related issues. The Contractor shall make efforts to respond within 20 minutes of any call being made by MTD as it may be related to emergency services.
- B. Hiring Standards – Contractor is expected to implement comprehensive hiring and screening standards. At a minimum, Contractor shall impose the following hiring standards for any Contractor employee performing any services under this SOW:
- Legal right to work in the United States
 - Ability to speak, understand, read and write English
 - Positive work and personal references for ability and character
 - No convictions of unsuitable offenses (e.g., grand theft, burglary, etc.) determined by criminal background check for all felony and misdemeanor convictions
- C. Dress & Identification – At all times while on MTD property, Contractor employees shall:
- Wear a company uniform or shirt and photo ID badge identifying them as Contractor employee
 - Be appropriately and safely dressed (e.g., no sandals, “tank tops,” or shirt graphics in bad taste)

D. Code of Conduct – Contractor employees shall conduct themselves in a professional manner at all times on MTD property. MTD retains the right to prohibit an employee from the site for reasonable cause.

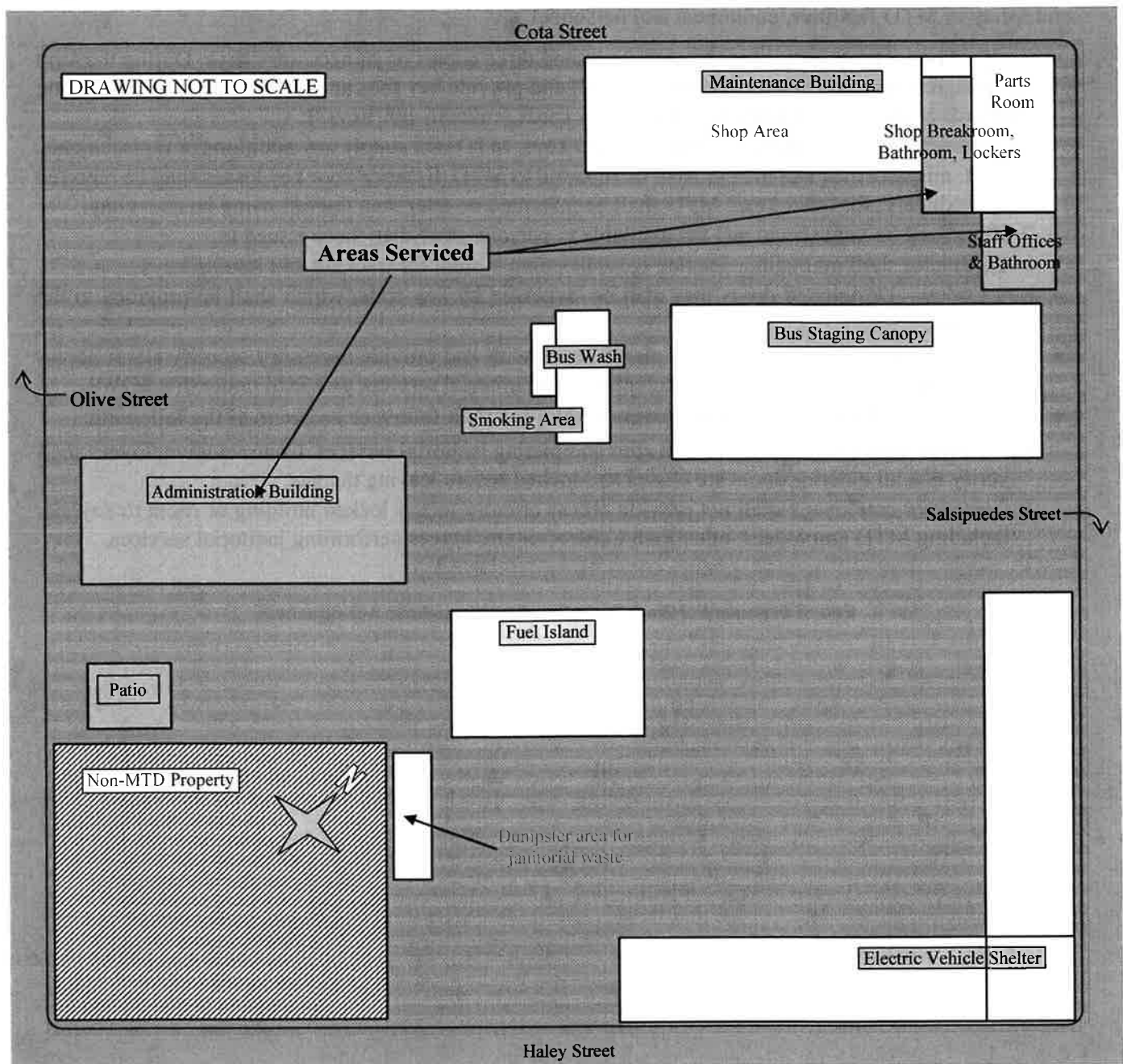
E. Accessibility & Security – Contractor and its employees shall follow practices that ensure the security and safety of MTD facilities, equipment and personnel.

- Keys – Contractor primary contact shall be issued three copies of all necessary keys. During the term of this agreement, MTD may also opt to install and provide key fobs and/or key cards. The following standards apply to MTD keys, fobs and/or key cards (collectively “keys”):
 - Contractor shall never make copies of MTD keys. MTD will supply any additions or replacements.
 - Lost, misplaced, or stolen keys shall be reported to MTD. Exterior door key losses shall be reported immediately; for other keys, MTD shall be informed no later than the following business day.
 - Keys shall be kept secure and not available to persons other than those issued to.
 - Contractor shall maintain a detailed recordkeeping system for tracking and issuing keys.
- Key Codes – Designated doors may also be accessed by key code, which shall be provided to the Contractor.
- Alarms – MTD will discuss security alarm issues with and provide necessary security alarm access codes to the Contractor prior to implementation of janitorial services provided under this SOW.
- Other Issues – The Contractor and relevant employees shall follow or be aware of the following:
 - All doors shall be closed and locked after completing janitorial services. Contractor employees shall verify that all exterior doors are closed and locked before leaving the site.
 - Contractor employees shall not provide access or entry to any locked building or room to anyone, including MTD employees, other than Contractor employees performing janitorial services.

End of Statement of Work Text (Also See Appendices A-D Attached)

Appendix A

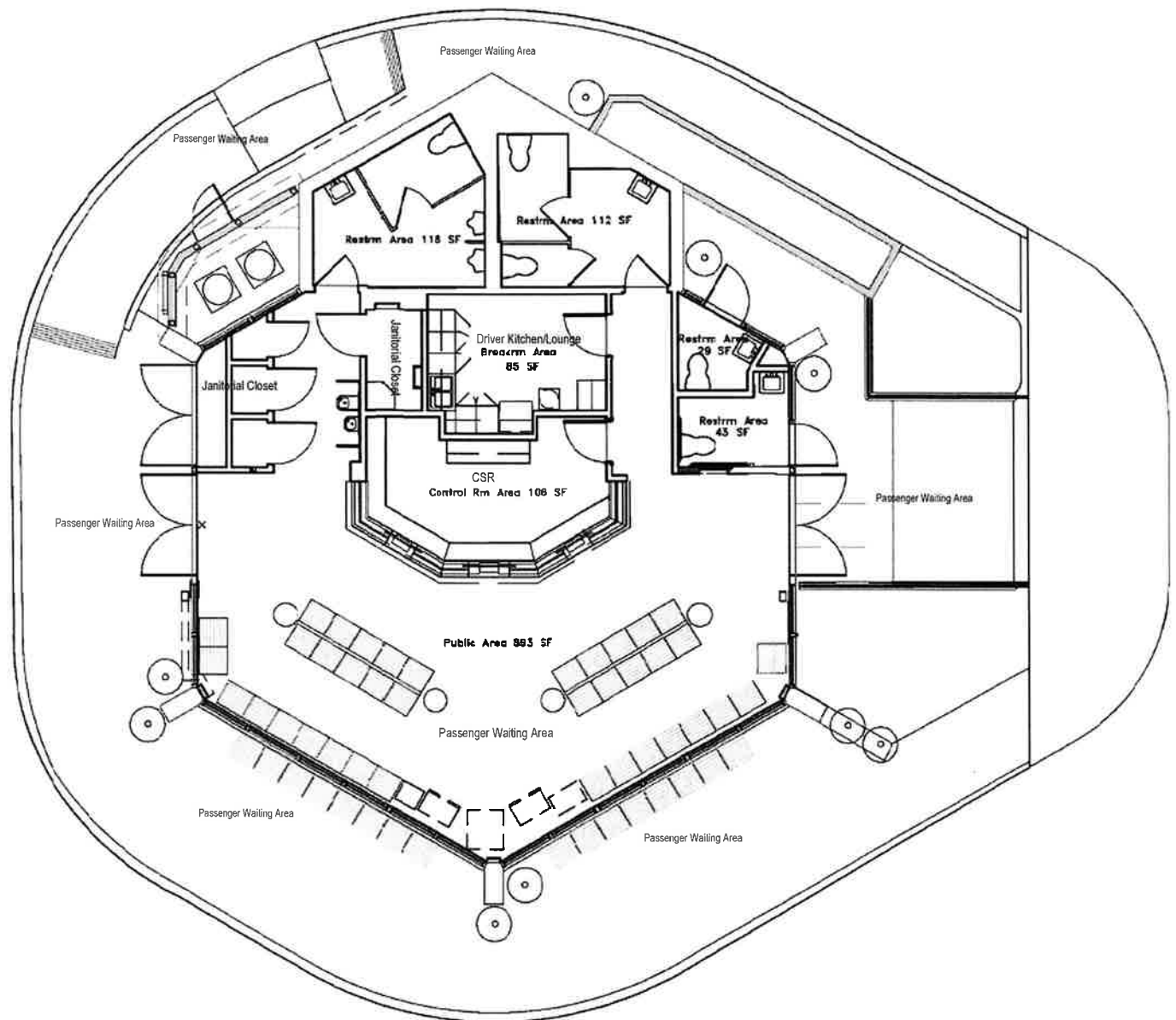
Olive Terminal Site Plan



Olive Terminal Schedule	AM	PM	WEEKENDS
Office Staff Areas*		6 PM -11 PM	
Patio		6 PM -11 PM	Yes
Driver & Maintenance Areas -Offices		6 PM -11 PM	
Driver & Maintenance Areas -Kitchens/Lounges/Lobbies		8 PM -11 PM	Yes
Driver & Maintenance Area Restrooms	11 AM -1 PM	8 PM -11 PM	Yes
Fare Collection Room (as-needed, upon request)	11 AM -1 PM		

* Service in office areas is on non-holiday weekdays; office holidays are New Year's Day, Martin Luther King Day, President's Day, Memorial Day, the 4th of July, Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve, and Christmas Day.

Appendix B Transit Center



Transit Center Schedule	AM	PM	WEEKENDS
Exterior		8 PM -11 PM	Yes
CSR and Passenger Waiting Areas		8 PM -11 PM	Yes
High Touch Surfaces and All Restrooms	9:30 AM-10:30 AM	3 PM -4 PM & 8 PM -11 PM	10 AM -11 AM, 2 PM -3 PM, & 8 PM -11 PM

Appendix C

Janitorial Task & Frequency Schedule

ALL LOCATIONS	Daily	Weekly	Qtrly
Dispose of all debris & trash on floors	X		
Empty & reline wastebaskets and exterior trash receptacles	X		
Dust mop or vacuum then damp-mop, disinfect & deodorize non-carpeted floors	X		
Vacuum carpeted floors, mats & runners	X		
Spot clean interior walls, doors, partitions & carpets, including in stairwells	X		
Fully clean door glass	X		
Restock paper towels, toilet paper, seat covers, hand soap & hand sanitizer	X		
Dust horizontal surfaces of furniture, cabinets & countertops	X		
Clean & disinfect restroom toilets, urinals, basins, fixtures & mirrors	X		
Wipe down exterior furniture including tables, seats & benches	X		
Clean & disinfect toilet stall partitions & tile walls		X	
Clean restroom doors including frame & hardware		X	
Clean all interior wall partition glass including bulletin boards up to 9'		X	
Dust window & partition sills		X	
Vacuum upholstered furniture		X	
Clean & disinfect all "high-touch" surfaces	X		
Clean graffiti from walls, ceiling, stalls, fixtures, etc.	X		
Clean & disinfect kitchen and meeting room sinks and countertops	X		
Clean, disinfect & polish stainless steel & anodized fixtures, including drinking fountains	X		
OLIVE TERMINAL ONLY TASKS			
Clean & disinfect shower floors, walls, curtains & fixtures		X	
Clean, disinfect & polish complete elevator		X	
Empty cigarette receptacles in designated smoking area in Maintenance Yard		X	
Fare Collection Room dust/mop (by permission from occupants only)	X		
Clean & disinfect lockers outside & interior of lockers not in use	X		
TRANSIT CENTER ONLY TASKS			
Clean and wipe down drivers' kitchen/lounge microwave and refrigerator	X		
Clean both sides of clear acrylic partition surrounding the CSR area	X		
Dust & disinfect high-touch areas on vending and change machines	X		
Lightly dust interior passenger waiting area overhead monitors; exterior light fixtures		X	
Deep clean and seal interior passenger waiting area tile floor			X

 Non-holiday weekdays only for office areas & restrooms (office holidays are New Year's Day, Martin Luther King Day, President's Day, Memorial Day, the 4th of July, Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve, and Christmas Day). Every day of the week for areas used by the public, drivers and mechanics (all but Thanksgiving and Christmas days).

 "High-touch" surfaces include but are not limited to table tops, countertops, doorknobs (and surrounding area), handles, buttons, railings, faucets, sink areas, drinking fountains, hand sanitation stations, and interior and exterior shared-use chairs and benches.

Appendix D
Special Request Janitorial Tasks

TASK
Shampoo or deep clean carpets
Clean inside of exterior wall windows
Clean non-ceiling light fixtures & sconces
Vacuum or clean blinds & curtains
Shampoo & extract dirt from all upholstered chairs
Strip, seal, wax &/or polish tile/concrete/stairway floors
Clean & disinfect kitchen refrigerators
Clean & disinfect trash & recycling housings & receptacles
Buff floor tile
Deep clean tile grout

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
Amended Janitorial Services
PRICE FORM

Olive Terminal Contract Price

Current Contract Price for Olive Terminal Janitorial Services: **\$4,000.00** per month

Transit Center Price Proposal

Price Quote for Transit Center Janitorial Services: **\$2,800.00** per month

Grand Total

Total Monthly Price for Janitorial Services as specified
in *Statement of Work (Revised July 28, 2020)* **\$6,800.00** per month

Transit Center Bus Stop Cleaning Price Proposal

Price Quote for cleaning, disinfecting, and emptying trash
receptacles per current practice at bus stops in the vicinity of
the Transit Center. Such service is considered temporary and
may be discontinued without affecting above base services. **\$1,000.00** per month



Lalo Everardo Munoz
Principal, Munoz Janitorial

8/12/2020

Date

Janitorial Services

Scope of Work Amendment to include Terminal 2 5353 Overpass Road in Goleta, CA 93111

Schedule:

Terminal 2 Schedule	Visits	PM	WEEKENDS*
Exterior	Once a day	4 PM -9 PM	No
Interiors, includes Attendant Booth & All Restrooms	Once a day	4 PM -9 PM	No

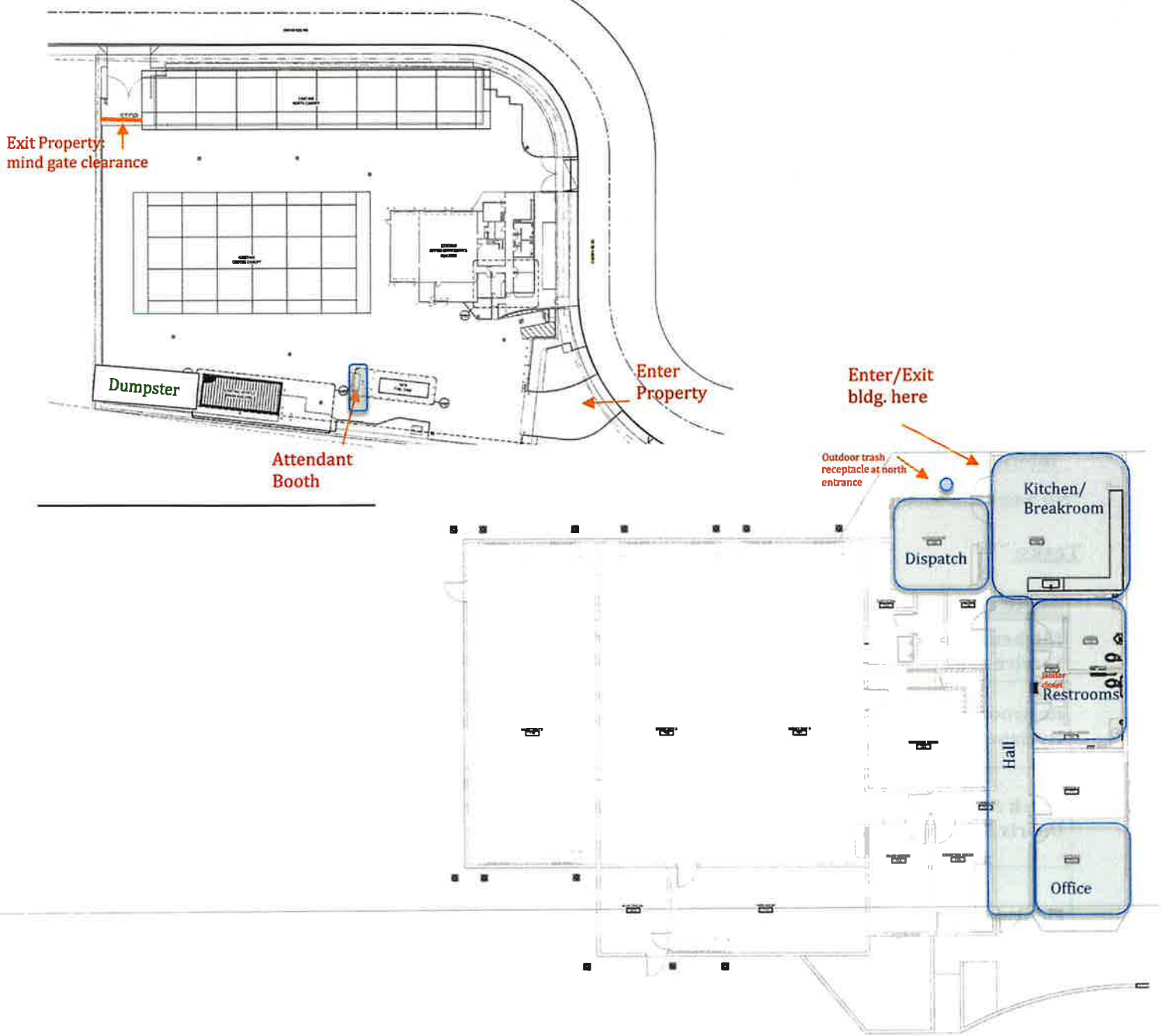
*No weekend service, No Thanksgiving Day service, No Christmas Day service.

Tasks:

Task Category	Task Description	Frequency
Kitchen/Food Service Area	Clean, disinfect, and wipe down all kitchen surfaces and appliances. (Sinks, countertops, microwave, and refrigerator exterior).	Daily
Restrooms & Hygiene	Comprehensive Restroom Service: Clean, disinfect, and polish all fixtures, basins, mirrors, toilets/urinals, and restock all paper goods and soap/sanitizer.	Daily
Trash & Debris Removal	Collect and dispose of all interior debris, empty, and reline all wastebaskets and exterior trash receptacles. <u>This includes the Attendant Booth.</u>	Daily
Flooring	Floor Maintenance: Vacuum mats, and runners. Dust mop, damp-mop, disinfect, and deodorize all non-carpeted floors. <u>This includes the Attendant Booth.</u>	Weekly
Surface/Detail Cleaning	Dust all horizontal surfaces (furniture, cabinets, sills, and areas subject to cobwebs).	Weekly
Glass & Partitions	Clean interior glass, including bulletin boards (up to 9' height).	Weekly
Exterior	Exterior Maintenance: Wipe down exterior furniture (tables, seats, benches).	As Needed
Damage Report/Cleanup	Report and clean graffiti/damage from walls, ceiling, stalls, fixtures, etc. <u>This includes the Attendant Booth.</u>	As Needed

Site Plan:

Scope of Work Amendment to include Terminal 2 (continued)



Project work at Terminal 2 location to start on December 1, 2025.

Except as expressly modified by this Scope of Work Amendment to include Terminal 2, all other terms and conditions of the Purchase Order for Janitorial Services shall remain in full force and effect.



Munoz Janitorial Service

Commercial and Residential Janitorial Services

Serving Santa Barbara, Goleta & Montecito

805.453.4913

E-Mail: mjanitorial10@cox.net

Janitorial Services

November 6, 2025

Prepared for:

Santa Barbara MTD

5353 Overpass Rd.

Terminal 2

Goleta, CA 93111

Munoz Janitorial Service

7461 San Blanco Drive • Goleta, CA 93117 • 805.453.4913

November 6, 2025

Santa Barbara MTD
Terminal 2
5353 Overpass Rd.
Goleta, CA 93111

Subject: Proposal for Janitorial Services at 5353 Overpass Rd

We at **Munoz Janitorial Service** are pleased to have the opportunity to offer our professional janitorial services for your office at **5353 Overpass Rd**. We are confident in our ability to meet and exceed your cleaning needs.

Below is an overview of our janitorial services, which would be provided **five times per week**, during the evening hours between 4 pm and 9 pm. The specific duties are outlined in the enclosed **Cleaning Task Schedule**, which can be customized to meet the unique requirements of your facility.

Our monthly rate for the services outlined is **\$1050.00**, for cleaning **five days a week**.

As part of our service, Munoz Janitorial Service will provide all necessary cleaning equipment. In addition to our regular cleaning services, we also offer professional cleaning for various specialized needs, such as:

- **Window washing**
- **Carpet cleaning**
- **Construction clean-up**

Should you require any of these services, we would be happy to provide an estimate, with no obligation on your part.

Thank you for considering Munoz Janitorial Service.

Best regards,
Lalo Munoz

Munoz Janitorial Service
(805) 453-4913

Mjanitorial10@cox.net

*Munoz Janitorial Service | CONFIDENTIAL
Prepared for SB MTD 5353 Overpass Rd, Goleta, CA 93111*

Cleaning Task Schedule

Santa Barbara MTD, 5353 Overpass Rd. Goleta, CA 93111

Areas to be serviced: All Public, Office and Employee Common Areas

Daily

Kitchen/Food Service Area

- Clean disinfect, wipe down all kitchen surfaces and appliances.
 - Sinks, countertops, microwave and refrigerator exterior

Restrooms

- Clean disinfect, polish all fixtures
- Basins, mirrors, toilets/urinals
- Restock all paper goods, soap/sanitizer

Trash

- Collect and dispose of all interior debris
- Empty and reline all wastebaskets and exterior trash receptacles
- Including the attendant booth

Weekly

Flooring

- Vacuum mats, and runners
- Dust mop, damp mop disinfect and deodorize all non-carpeted floors
- Including the attendant booth

Surface/Detail Cleaning

- Dust all horizontal surfaces
 - Furniture
 - Cabinets
 - Sills & areas subject to cobwebs

Glass & Partitions

- Clean interior glass, including bulletin boards (up to 9' height)

As Needed

- Exterior Maintenance
 - Wipe down exterior furniture (tables, seats, benches)
- Damage Report/Cleanup
 - Report on graffiti from walls, ceilings, stalls, fixtures
 - Including Attendant Booth

CLOSING INSTRUCTIONS PER VISIT SERVICES

- Clean and organize janitor closet
- Turn off lights as instructed
- Lock doors and windows as instructed

Price & Service Agreement

Santa Barbara MTD, 5353 Overpass Rd. Goleta, CA 93111

Services Schedule:

Services to be performed: **Monday through Friday, each evening between 4pm and 9pm.**

Payment Schedule:

Monthly payment will be made in the following amount with the following Schedule. **One thousand fifty dollars per month (\$1050.00) Service to begin on December 1, 2025.**

Supplies & Equipment

All paper products, bags, tissue, paper towels, toilet paper, seat covers, hand soap and any other necessities will be provided or paid for by **SB MTD**. All cleaning supplies and equipment are to be supplied by **Munoz Janitorial Service** and should not be taken off the premises or used by any agent or employee of **SB MTD** without our consent.

SB MTD hereby authorizes **Munoz Janitorial Service** to furnish all cleaning materials and labor required to complete the job as described in attached **Cleaning Task Schedule**. Any alteration or deviation of the specified cleaning duties involving extra cost of materials or labor will be executed only upon written or verbal orders for the same, and will become an extra charge over the sum mentioned in this agreement. **Munoz Janitorial Service** recognizes the legal holidays: Thanksgiving Day and Christmas Day and are excluded from this agreement therefore we will not perform services on these days unless arrangements are made between both parties. All work will be completed in a timely and work like manner according to standard practices.

SB MTD agrees to pay the amount according to the terms thereof. Any employee or agent signing this agreement is an acting officer of **SB MTD**. **SB MTD** shall not employ any employee of **Munoz Janitorial Service** for any or part of any position in their establishment for 24 calendar months after the termination of the employee or of this contract, unless an agreement between both parties can be made. If the **SB MTD**, should employ one of **Munoz Janitorial Service** employees without the consent then **SB MTD**, shall pay **Munoz Janitorial Service** 20% if its annual contract amount. If any service problems should arrive, then **SB MTD** will notify **Munoz Janitorial Service** promptly, but no later than 14 days.

Munoz Janitorial Service, Provider
Lalo Munoz

Print Name

Owner Munoz Janitorial

Title

Lalo Munoz

Signature

11/14/25

Date of Agreement

Santa Barbara MTD Contracting Co.

Print Name

Genzel Manager

Title

Signature

11-18-25

Date of Agreement