

CUSTODIAL AGREEMENT

Bid Requirements:

- The contractor is required to:
 - Furnish all of his/her own cleaning supplies.¹
 - Be Responsible and Required to replace any damaged property.²
 - Oversee all personal employees to ensure safety to persons and property.
 - Acknowledge if performance, attitude, and/or safety is inadequate, this yearly contract extending from January 1st to December 31st CAN BE NULLIFIED AT ANYTIME THE CHURCH DEEMS NECESSARY.
 - Submit Bid by October 31st

Description: *A Minimum Standard*

Welcome Center

1. Sweep and Mop Floors (Weekly)
2. Vacuum Rugs (Weekly)
3. Clean Glass on Doors. (Weekly)
4. Clean Glass Walls (Monthly)

Restrooms

1. Sweep and Mop Floors (Weekly)
2. Clean All Fixtures (Weekly)
3. Clean Counters, Sink, Mirrors, and Toilets (Weekly)
4. Empty Trash Bins (Weekly)
5. Replenish All Paper Products, and Soap (Weekly)

Hallways

1. Sweep and Mop Floors (Weekly)
2. Empty Trash Bins (Weekly)
3. Vacuum Rugs (Weekly)
4. Clean Water Fountains (Weekly)

Church Offices

1. Vacuum Carpet (Weekly)
2. Empty Trash Bins (Weekly)
3. Dust (Monthly)

Sunday School Rooms

1. Vacuum Carpet (Weekly)
2. Empty Trash Bins (Weekly)

Sanctuary

1. Vacuum carpet (Weekly)
2. Clean Any Trash off Pews. (Weekly)
3. Empty Trash Bins (Weekly)
4. Vacuum Balcony (Twice a Month)
5. Dust (Monthly)

¹ FBC Vernon will not be liable to replace or reimburse any contractor owned cleaning equipment.

² Damage that is caused by the Contractors: Employees, Equipment, Vehicles, etc.



Acknowledgement of Terms:

I _____ understand this contract overrides anything I have been given or told in the past. I further understand that I am expected to follow the terms of this contract as outlined above, and If I have any questions concerning what is expected of me, I will speak with the Property Committee Chairman or the Pastor.

I _____ recognize that First Baptist Church Vernon, Vernon Alabama has the right to terminate this contract anytime due to poor performance, poor attitude, lack of safety, or breach of contract.

I _____ acknowledge this contract has a thirty-day probationary period. In the event this agreement proves unsatisfactory it may be terminated within the probationary period.

Amount: \$ _____ **per cleaning.**³

Contractor will Clean on the following Days: (Place a Check)

Monday ___ Tuesday ___ Wednesday ___ Thursday ___ Friday ___ Saturday ___

Any Additional Agreements: _____

Contractor: _____ Date: _____

Properties Committee Chairman: _____ Date: _____

³ The contractor will only be compensated per cleaning. If the contractor does not clean, First Baptist Church of Vernon will not compensate the contractor for the missed cleaning.

In the event that FBC Vernon has an event that conflicts with the contractor's ability to perform their job, then the church will work with the contractor to reschedule a new time or date to clean.