

PURCHASE ORDER

**Tern Bay Community
Development District**

P.O. NO. 25-0025

14701 Heritage Landing Blvd.
Punta Gorda, FL 33955

DATE November 25, 2025
REF Estimate N/A

VENDOR JAN-PRO of Southwest Florida

13700 Cypress Terrace Cir
Fort Myers, FL 33907
(239) 482-8800
Vito Papasodero
vito.papasodero@jan-pro.com

SHIP TO Richard Freeman

Tern Bay CDD
2301 NE 37th Street
Fort Lauderdale, FL 33308
954-658-4900
rfreeman@cgasolutions.com

Services	Payment Term
Regular Janitorial Service: 1 Day per week (Morning Service)	Monthly – Start Date December 2025 – September 2026 (\$225.00 Monthly)

ITEM #	DESCRIPTION	LINE TOTAL
Entrance Common Areas Hallways	Vacuum all floors. Empty and clean trash receptacles. Clean entrance door glass inside and outside. Damp mop using neutral cleaner only. Dust all desks, if cleared. Clean all furniture tops. Remove cobwebs from around doors and ceiling. 1XMONTH Dust baseboards. 1XMONTH Dust A/C vents. 1XMONTH Dust blinds and windowsills. 1XMONTH High dusting. 1XMONTH	
Restrooms	Wash all floors with germicidal disinfectant and remove all spots and stains. Wash and polish all mirrors and bright work. Wash and wipe dry all plumbing fixtures. Wash and disinfect all toilet seats, both sides. Scour, ash and disinfect all basins and bowls. Empty paper towel trash receptacles and dispose in building trash receptacle. Replaced trash liners. Fill soap dispensers and paper towel dispensers. Fill toilet tissue dispensers. Clean and wash receptacles and dispensers. Remove fingerprints and spots from walls. Remove all unauthorized marks and writing from walls, etc. Report all maintenance problems to the building manager (dripping faucets, broken fixtures, etc.)	
Kitchen	Vacuum all floors. Mop floors with neutral floor cleaner. Empty trash cans and replace liners, clean inside as needed. Clean and disinfect tables and chairs. Clean and disinfect counters and sinks.	

Clean inside microwave Clean and disinfect all appliances. Clean and disinfect all touchpoints. Dust baseboards. 1XMONTH Dust A/C vents. 1XMONTH Remove cobwebs. 1XMONTH	
Cleaning Service One Day Week (\$225.00 Monthly) – Service Starts 12/12/2025	\$2,025.00
Initial Service Cleaning – Needs to be Completed by 12/5/2025	\$150.00
SUBTOTAL	\$2,175.00
FREIGHT	Included
TOTAL	\$2,175.00

THE PURCHASE ORDER SUBJECT TO THE TERMS AND CONDITIONS
ATTACHED HERE TO AND MADE A PART HEREOF.

SALES TAX EXEMPT NUMBER: 85-8013228253C-7

Richard Freeman 11/25/2025
Authorized by Date

**COMMUNITY DEVELOPMENT DISTRICT
PURCHASE ORDER -TERMS AND CONDITIONS
EXHIBIT A**

1. Offer: This offer is subject to cancellation by the DISTRICT without notice if not accepted by VENDOR within fourteen (14) days of issuance.

2. Acceptance and Confirmation: This Purchase Order (including all documents attached to or referenced herein) constitutes the entire agreement between the parties, unless otherwise specifically noted by the DISTRICT on the face of this Purchase Order. Each delivery of goods and/or services received by the DISTRICT from VENDOR shall be deemed to be upon the terms and conditions contained in this Purchase Order.

No additional terms may be added, and Purchase Order may not be changed except by written instrument executed by the DISTRICT. VENDOR is deemed to be on notice that the DISTRICT objects to any additional or different terms and conditions contained in any acknowledgment, invoice, or other communication from VENDOR, notwithstanding the DISTRICT'S acceptance or payment for any delivery of goods and/or services, or any similar act by VENDOR.

3. Inspection: All goods and/or services delivered hereunder shall be received subject to the DISTRICT'S inspection and approval and payment therefore shall not constitute acceptance. All payments are subject to adjustment for shortage or rejection. All defective or nonconforming goods will be returned pursuant to VENDOR'S instruction at VENDOR'S expense.

To the extent that a purchase order requires a series of performances by VENDOR, the DISTRICT prospectively reserves the right to cancel the entire remainder of the Purchase Order if goods and/or services provided early in the term of the Purchase Order are in non-conforming or otherwise rejected by the DISTRICT.

4. Shipping and Invoices:

a) All goods are FOB destination and must be suitably packed and prepared to secure the lowest transportation rates and to comply with all carrier regulations. Risk of loss of any goods sold hereunder shall transfer to the DISTRICT at the time and place of delivery, provided that risk of loss prior to actual receipt of the goods by the DISTRICT nonetheless remain with VENDOR.

b) No charges will be paid by the DISTRICT for packing, crating or cartage unless otherwise specifically stated in this Purchase Order. Unless otherwise provided in Purchase Order, no invoices shall be issued, nor payments made prior to delivery. Unless freight and other charges are itemized, any discount will be taken on the full amount of invoice.

c) All shipments of goods scheduled on the same day via the Se me route must be consolidated. Each shipping container must be consecutively numbered and marked to show this Purchase Order number. The container and Purchase Order numbers must be indicated on bill of lading. Packing slips must show Purchase Order number and must be included on each package of less than container load (LCL) shipments and/or with each carload of equipment. The DISTRICT reserves the right to refuse or return any shipment or equipment at VENDOR'S expense that is not marked with Purchase Order numbers. VENDOR agrees to declare to the carrier the value of any shipment made under this Purchase Order and the full invoice value of such shipment.

**COMMUNITY DEVELOPMENT DISTRICT
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d) All invoices must contain the Purchase Order number and any other specific information as identified on the Purchase Order. Discounts of prompt payment will be computed from the date of receipt of goods or from date of receipt of invoices, whichever is later. Payment will be made upon receipt of a proper invoice and in compliance with Chapter 218, Fla. Stats., otherwise known as the "Local Government Prompt Payment Act," and, pursuant to the Board of DISTRICT Commissioners Purchasing Policy.

5. Time Is of the Essence: Time for delivery of goods or performance of services under this Purchase Order is of the essence. Failure of VENDOR to meet delivery schedules or deliver within a reasonable time, as interpreted by the DISTRICT alone, shall entitle the DISTRICT to seek all remedies available to it at law or in equity. VENDOR agrees to reimburse the DISTRICT for any expenses incurred in enforcing its rights. VENDOR further agrees that undiscovered delivery of nonconforming goods and/or services is not a waiver of the DISTRICT'S right to insist upon further compliance with all specifications.

6. Changes: The DISTRICT may at any time and by written notice make changes to drawings and specifications, shipping instructions, quantities, and delivery schedules within the general scope of this Purchase Order. Should any such change increase or decrease the cost of, or the time required for performance of the Purchase Order, an equitable adjustment in the price and/or delivery schedule will be negotiated by the DISTRICT and VENDOR. Notwithstanding the foregoing, VENDOR has an affirmative obligation to give notice if the changes will decrease costs. Any claims for adjustment by VENDOR must be made within thirty (30) days from the date the change is ordered or within such additional period of time as may be agreed upon by the parties.

7. Warranties: VENDOR expressly warrants that the goods and/or services covered by this Purchase Order will conform to the specifications, drawings, samples, or other descriptions furnished or specified by the DISTRICT, and will be of satisfactory material and quality production, free from defects and sufficient for the purpose intended. Goods shall be delivered free from any security interest or other lien, encumbrance or claim of any third party. These warranties shall survive inspection, acceptance, passage of title and payment by the DISTRICT.

8. Statutory Conformity: Goods and services provided pursuant to this Purchase Order, and their production and transportation shall conform to all applicable laws, including but not limited to the Occupational Health and Safety Act, the Federal Transportation act and the Fair Labor Standards Act, as well as any law or regulation noted on the face of the Purchase Order.

9. Advertising: No VENDOR providing goods and services to the DISTRICT shall advertise the fact that it has contracted with the DISTRICT for goods and/or services, or appropriate or make use of the DISTRICT'S name or other identifying marks or property without the prior written consent of the DISTRICT'S Purchasing Department.

10. Indemnification: VENDOR shall indemnify and hold harmless the DISTRICT from any and all claims, including claims of negligence, costs and expenses, including but not limited to attorneys' fees, arising from, caused by or related to the injury or death of any person (including but not limited to

**COMMUNITY DEVELOPMENT DISTRICT
PURCHASE ORDER -TERMS AND CONDITIONS
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employees and agents of VENDOR in the performance of their duties or otherwise), or damage to property (including property of the DISTRICT or other persons), which arise out of or are incident to the goods and/or services to be provided hereunder.

11. Warranty of Non-Infringement

a) VENDOR represents and warrants that all goods sold, or services performed under this Purchase Order are: a) in compliance with applicable laws; b) do not infringe any patent, trademark, copyright or trade secret; and c) do not constitute unfair competition.

b) VENDOR shall indemnify and hold harmless the DISTRICT from and against any and all claims, including claims of negligence, costs and expense, including but not limited to attorneys' fees, which arise from any claim, suit or proceeding alleging that the DISTRICT'S use of the goods and/or services provided under this Purchase Order are inconsistent with VENDOR'S representations and warranties in section 11 (a).

c) If any claim which arises from VENDOR'S breach of section 11 (a) has occurred, or is likely to occur, VENDOR may, at the DISTRICT'S option, procure for the DISTRICT the right to continue using the goods or services, or replace or modify the goods or services so that they become non-infringing, (without any material degradation in performance, quality, functionality or t:dditional cost to the DISTRICT).

12. Insurance Requirements: The VENDOR, at its sole expense, shall provide commercial insurance of such type and with such terms and limits as may be reasonably associated with the Purchase Order. Providing and maintaining adequate insurance coverage is a material obligation of the VENDOR. All insurance policies shall be executed through insurers authorized or eligible to write policies in the State of Florida.

13. Compliance with Laws In fulfilling the terms of this Purchase Order: VENDOR agrees that it will comply with all federal, state, and local laws, rules, codes, and Ordinances that are applicable to the conduct of its business. By way of non-exhaustive example, this shall include the American with Disabilities Act and all prohibitions against discrimination on the basis of race, religion, sex creed, national origin, handicap, marital status, or veterans status. Further, VENDOR acknowledges and without exception or stipulation shall be fully responsible for complying with the provisions of the Immigration Reform and Control Act of 1986 as located at 8 U.S.C. 1324, et seq. and regulations relating thereto, as either may be amended. Failure by the awarded firm(s) to comply with the laws referenced herein shall constitute a breach of the award agreement and He DISTRICT shall have the discretion to unilaterally terminate said agreement immediately. Any breach of this provision may be regarded by the DISTRICT as a material and substantial breach of the contract arising from this Purchase Order.

14. Force Majeure: Neither the DISTRICT nor VENDOR shall be responsible for any delay or failure in performance resulting from any cause beyond their control, including, but without limitation to war, strikes, civil disturbances and acts of nature. When VENDOR has knowledge of any actual or potential force majeure or other conditions which will delay or threatens to delay timely performance of this Purchase Order, VENDOR shall immediately give notice thereof, including all relevant information with

**COMMUNITY DEVELOPMENT DISTRICT
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respects to what steps VENDOR is taking to complete delivery of the goods and/or services to the DISTRICT.

15. Assignment: VENDOR may not assign this Purchase Order, nor any money due or to become due without the prior written consent of the DISTRICT. Any assignment made without such consent shall be deemed void.

16. Taxes: Goods and services procured subject to this Purchase Order are exempt from Florida sales and use tax on real property, transient rental property rented, tangible personal purchased or rented, or services purchased (Florida Statutes, Chapter 212), and from federal excise tax.

17. Annual Appropriations: The DISTRICT'S performance and obligation to pay under this Purchase Order shall be contingent upon an annual appropriation of funds.

18. Termination: This Purchase Order may be terminated at any time by the DISTRICT upon 30 days prior written notice to the VENDOR. This Purchase Order may be terminated immediately by the DISTRICT for breach by VENDOR of the terms and conditions of this Purchase Order, provided that DISTRICT has provided VENDOR with notice of such breach and VENDOR has failed to cure within 10 days of receipt of such notice.

19. General:

a) This Purchase Order shall be governed by the laws of the State of Florida. The venue for any action brought to specifically enforce any of the terms and condition of this Purchase Order shall be in and for Manatee County, Florida.

b) Failure of the DISTRICT to act immediately in response to a breach of this Purchase Order by VENDOR shall not constitute a waiver of breach. Waiver of the DISTRICT by any default by VENDOR hereunder shall not be deemed a waiver of any subsequent default by VENDOR.

c) All notices under this Purchase Order shall be sent to the respective addresses on the face page by certified mail, return receipt requested, by overnight courier service, or by personal delivery and will be deemed effective upon receipt. Postage, delivery, and other charges shall be paid by the sender. A party may change its address for notice by written notice complying with the requirements of this section.

d) The Vendor agrees to reimbursement of any travel expenses that may be associated with this Purchase Order in accordance with Florida Statute Chapter 112.061, Per Diem and Travel Expenses for Public Officers, employees, and authorized persons.

e) In the event of any conflict between or among the terms of any Contract Documents related to this Purchase Order, the terms of the Contract Documents shall take precedence over the terms of the Purchase Order. To the extent any terms and /or conditions of this Purchase Order duplicate or overlap the Terms and Conditions of the Contract Documents, the provisions of the Terms and/or Conditions that are most favorable to the DISTRICT and/or provide the greatest protection to the DISTRICT shall govern.

**COMMUNITY DEVELOPMENT DISTRICT
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APPENDIX D: MINIMUM INSURANCE REQUIREMENTS

for

Miromar Lakes Community Development District- Field Maintenance & Management Services

Type of Insurance	Minimum Amount Required
Commercial General & Contractual Liability	\$1,000,000 per occurrence \$2,000,000 aggregate
Professional Liability	\$1,000,000 per claim \$2,000,000 aggregate
Comprehensive Automobile Liability for all owned (private and others), hired and non-owned vehicles	Bodily Injury: \$1,000,000 per occurrence \$1,000,000 aggregate Property Damage: \$1,000,000 per occurrence \$1,000,000 aggregate
Workers Compensation	Employer's Liability: \$1,000,000 per occurrence

JAN-PRO™

CLEANING & DISINFECTING

CGA SOLUTIONS



JAN-PRO™
FRANCHISE DEVELOPMENT

Proudly representing independently owned and operated JAN-PRO Cleaning & Disinfecting™ franchisees.

RICHARD,

It is our privilege to submit a formal cleaning proposal for your review today. In situations like this, every vendor wants to showcase their services and JAN-PRO Cleaning & Disinfecting is no exception. What we hope will serve to differentiate our proposal today are the customer benefits that make JAN-PRO Cleaning & Disinfecting a uniquely better cleaning partner for the over 35,000 global clients that are served every day.

In the initial meeting, we identified the following areas of concern regarding your current cleaning program. JAN-PRO Cleaning & Disinfecting franchisees will make sure the following items receive special attention:

- Regular communication with your business owner
- Attention to corners and edges
- Complete restroom cleaning

Whether you judge by reputation, franchise owner commitment, the unique cleaning processes themselves or by the written service guarantee, we know you will find JAN-PRO Cleaning & Disinfecting to be a worthy service partner for your organization and look forward to addressing any additional questions you may have.

Yours Sincerely,

Vito Papasodero

President

Vito.papasodero@jan-pro.com

C: (239)789.8330

Jan-Pro Development of Southwest Florida

Proudly representing independently owned and operated
JAN-PRO Cleaning & Disinfecting™ franchisees

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ABOUT US

At JAN-PRO Cleaning & Disinfecting, it's not just what we say – it's what we do.

Measurable Cleaning. Guaranteed Results.®

Since 1991, JAN-PRO Cleaning & Disinfecting has paved the way in commercial cleaning. Trust, reliability, innovation, and leadership are the core of who we are, and that's how we've become a proven, global brand with the best support and expertise in the business.

JAN-PRO Cleaning & Disinfecting leads the commercial cleaning industry through:

- Lasting client relationships
- Quality service guarantee
- Stable, reliable cleaning owner-operators
- Extensive certification program
- Best-in-class cleaning process
- Efficient, eco-friendly technology
- Innovative products & equipment
- Performance evaluation & reporting

We're committed to the deepest, most trustworthy partnerships in commercial cleaning...

So don't let the dirty work keep you from running your business. Trust JAN-PRO Cleaning & Disinfecting for a consistent clean from the same reliable owner-operators every time – guaranteed.

At JAN-PRO Cleaning & Disinfecting, we mean clean.



THE RIGHT COMMERCIAL CLEANING PARTNER

At JAN-PRO Cleaning & Disinfecting, our reputation sets us apart. We're proud of the relationships we've built and the accomplishments we've achieved:

- #1 Commercial Cleaning Franchise in 2021 for 13 straight years by *Entrepreneur* magazine
- #1 Fastest-Growing Franchise in 2021 by *Entrepreneur* magazine
- #2 Fastest-Growing Franchise in 2020 by *Entrepreneur* magazine
- Ranked as a Top Global Franchise in 2020 for 8 years in a row by *Entrepreneur* magazine
- Ranked as a Top 200 Franchise in 2018 and for 9 years by *Franchise Business Review* magazine
- Top 100 Global Franchises for 2018 by *Franchise Direct*
- Ranked as a Top Franchise for Veterans in 2020 by *Entrepreneur* magazine

JAN-PRO Systems International was founded in 1991 by a veteran. We created our VetConnectionSM program to serve those who have served our country:

- The VetConnectionSM program is the 1st franchise commercial cleaning program designed specifically around veterans' needs, including veteran discounts and additional incentives on equipment and supplies.
- The VetConnectionSM program helps put veterans in business where they can apply their team skills and other disciplines.

As a leader in our industry, we're committed to advancing the leaders of tomorrow through the JAN-PRO Your Family First Scholarship[®] program:

- The JAN-PRO Your Family First Scholarship[®] program has awarded over \$350,000 in scholarships to almost 250 students.
- Through our partnership with Scholarship America, the nation's leading nonprofit scholarship and educational support organization, we help fund college tuition for eligible JAN-PRO Systems International candidates.



Proudly representing independently owned and operated JAN-PRO Cleaning & Disinfecting™ franchisees

JAN-PRO FRANCHISE DEVELOPMENT OF SOUTHWEST FLORIDA

AWARDS AND RECOGNITION

- OFFICE OF THE YEAR IN OUR TIER LEVEL 2006,2017,2018,2020,2024
- GOLD CIRCLE AWARD FOR TOP OFFICE WORLDWIDE 2016,2017,2018,2020,2021,2024
- NAMED BEST COMMERCIAL CLEANING SERVICE BY DIGITAL.COM 2021
- Top 10 Facilities Management Service Providers in 2021 by [#HealthcareBusinessReview](#).
- JAN-PRO Cleaning & Disinfecting has ranked #1 in category in Entrepreneur's 2023 Franchise 500 for the 15th consecutive year!

PARTNERS & AFFILIATES

- BOSTON RED-SOX FOUNDATION (SWING FOR THE SOX CHILDRENS FOUNDATION)
- LYNX FRANCHISING
- MIGHTY MUSSLES
- FLORIDA EVERBLADES
- HERTZ ARENA

JAN-PRO CLEANING AND DISINFECTING GUARANTEE



**We mean
clean.**

Every commercial cleaning company promises great service – But only JAN-PRO Cleaning & Disinfecting guarantees it.

The JAN-PRO Cleaning & Disinfecting Guarantee reflects our commitment to the best certification, newest technology, most measurable results, and highest quality commercial cleaning service available.

Cleaning franchisees promise to:

- Complete all regularly scheduled cleaning commitments on time
- Respond to and promptly resolve any service issues within 1 business day
- Schedule a complimentary cleaning if either of these obligations are not met

Trusted. Clean. Guaranteed.

OUR PROCESS



**Clean.
Disinfect.
Protect.**

The process is simple: Trusted + Clean = Guaranteed.

The JAN-PRO Cleaning & Disinfecting Process is designed to guarantee customer satisfaction through quality, technology, and measurement for a consistent clean from the same reliable cleaning franchisees – every time.

STEP 1:

JAN-PRO Signature Clean[®] Services = Quality Commitment

Every cleaning franchisee goes through an in depth brand standard certification program which includes:

- How to work safely in public areas
- How to maintain bacteria-free surfaces
- How to work faster & greener
- How to dust offices without disturbing them
- The importance of chemical dwell time
- Treatments for hard floors
- Thorough carpet-cleaning techniques
- OSHA safety protocols

Cleaning franchisees are uniformed, bonded, and insured – so you can trust the job will be done safely and professionally.



OUR PROCESS

STEP 2:

JAN-PRO Technics® Technology = Quality Delivered

The JAN-PRO Technics® technology is the science behind our services. JAN-PRO Cleaning & Disinfecting delivers quality using the most advanced products and equipment, including:

- Hospital-strength disinfectants for the broadest kill range of surface bacteria
- HEPA-rated backpack vacuums that filter out 99.97% of particles from the air
- Microfiber cloths and mops that trap dirt more efficiently and effectively
- Eco-friendly cleaning chemicals that cover a greater area while using less product
- The best safety equipment available

STEP 3:

JAN-PRO Tracker® Audits = Quality Measured

JAN-PRO Cleaning & Disinfecting franchisees use the JAN-PRO Tracker audit to routinely check their work and benchmark their results:

- First, your cleaning needs are assessed so cleaning franchisees can decide where to focus their expertise.
- After the initial period (usually 30 days), a brand standard audit is conducted on your property using a 50-point checklist – so no spot, nook, or cranny is overlooked.
- Adjustments are made if needed, and the audits continue on a regular schedule.



ENVIROSHIELD®

Put JAN-PRO's EnviroShield® system to work for you!

At JAN-PRO Cleaning & Disinfecting, we've paved the way in commercial cleaning since 1991 – thanks in part to innovative technology like our proprietary EnviroShield® system which provides disinfection with an eco-friendly, hospital-grade disinfectant that other systems can't reach.



How It Works

- The EnviroShield® system uses a disinfectant that is EPA-rated as the safest in its class while being powerful enough to kill 99.9% of harmful bacteria, viruses, and fungi.
- EnviroShield® equipment features an electrostatic nozzle designed for specific areas and applications.
- Electrostatic technology applies a positive charge to microscopic droplets, ensuring 100% surface contact.
- The positive charge causes the disinfectant to cling to and fully cover every surface it touches – thus providing disinfection.

Why It Works

- EnviroShield®'s disinfectant is safe enough for everyday use and won't cause skin, eye, or respiratory issues when used as directed.
- It is environmentally-friendly, and won't leave behind any residue or odor.
- The unique sprayer allows us to treat areas and surfaces other cleaning systems can't reach.



60% of illnesses that result in absence from work are contracted from equipment in the office.



The level of bacteria on an elevator button is **3x higher** than the amount found on public toilet seats.



Desks are **100x less** hygienic than the average kitchen table yet **60%** eat at their desk.

The typical worker's hands come in contact with 10 million bacteria per day. JAN-PRO's EnviroShield® system protects you from 99.9% of them.



32% of people admit to not washing their hands after using the restroom.



Touching a hand rail is like shaking hands with **10,000 people**.



Nearly **22 million** school days are lost each year due to the common cold.

SCOPE OF WORK

CLEANING SPECS

<p>Entrance Common Areas Hallways</p>	<ul style="list-style-type: none"> ● Vacuum all floors. ● Empty and clean trash receptacles. ● Clean entrance door glass inside and outside. ● Damp mop using neutral cleaner only. ● Dust all desks, if cleared. ● Clean all furniture tops. ● Remove cobwebs from around doors and ceiling. 1XMONTH ● Dust baseboards. 1XMONTH ● Dust A/C vents. 1XMONTH ● Dust blinds and windowsills. 1XMONTH ● High dusting. 1XMONTH
<p>Restrooms</p>	<ul style="list-style-type: none"> ● Wash all floors with germicidal disinfectant and remove all spots and stains. ● Wash and polish all mirrors and bright work. ● Wash and wipe dry all plumbing fixtures. ● Wash and disinfect all toilet seats, both sides. ● Scour, ash and disinfect all basins and bowls. ● Empty paper towel trash receptacles and dispose in building trash receptacle. Replaced trash liners. ● Fill soap dispensers and paper towel dispensers. ● Fill toilet tissue dispensers. ● Clean and wash receptacles and dispensers. ● Remove fingerprints and spots from walls. ● Remove all unauthorized marks and writing from walls, etc. ● Report all maintenance problems to the building manager (dripping faucets, broken fixtures, etc.)
<p>Kitchen</p>	<ul style="list-style-type: none"> ● Vacuum all floors. ● Mop floors with neutral floor cleaner. ● Empty trash cans and replace liners, clean inside as needed. ● Clean and disinfect tables and chairs. ● Clean and disinfect counters and sinks. ● Clean inside microwave ● Clean and disinfect all appliances. ● Clean and disinfect all touchpoints. ● Dust baseboards. 1XMONTH ● Dust A/C vents. 1XMONTH ● Remove cobwebs. 1XMONTH

ADDITIONAL SERVICES UPON REQUEST

<p>CARPET</p>	<ul style="list-style-type: none"> • Spot removal • Hot water extraction • Low moisture encapsulation • Upholstery
<p>HARD SURFACE FLOORS</p>	<ul style="list-style-type: none"> • Burnishing • Top scrub all floors • Strip and wax • Ceramic Tile Scrub • Tile & grout Restoration • Tile & grout sealing
<p>Pressure Washing</p>	<ul style="list-style-type: none"> • Pressure washing • Soft washing • Citra Sheild application • Mildew removal
<p>WINDOWS</p>	<ul style="list-style-type: none"> • Inside and outside (ground floor only) • Window restoration
<p>DEEP CLEANS PORTER SERVICES</p>	<ul style="list-style-type: none"> • Porter service for events • Kitchen deep cleans • Construction cleans • Deep cleans • Move out cleans
<p>PROCUREMENT OF SUPPLIES</p>	<ul style="list-style-type: none"> • Paper products • Hand soap • Trashcan liners • Dispensers and containers • Other consumable supplies
<p>ENVIROSHIELD</p>	<ul style="list-style-type: none"> • Electrostatic disinfecting treatment. 100% coverage of all surfaces

CLEANING AGREEMENT

This Agreement is made between **JAN-PRO DEVELOPMENT OF SOUTHWEST FLORIDA AND CGA SOLUTIONS** agree that JAN-PRO will begin service at the location(s) identified above and under the below terms.

1. **JAN-PRO** agrees to perform the recurring janitorial services and at the frequencies stated in pricing agreement.
2. **JAN-PRO** will provide all chemicals, equipment, labor, and supervision. **CLIENT** will provide all restroom paper products, hand soap and can liners.
3. **JAN-PRO** will fulfill its obligations under this Agreement through its franchised system. **JAN-PRO** will identify the franchisee selected to service **CLIENT** before the start date of service. Each franchisee has been successfully trained on the **JAN-PRO** methods and procedures and is bound by the terms of this Agreement. **CLIENT** has the right to request a change in franchisee at any time.
4. **JAN-PRO** sends invoices at the beginning of each month for the recurring janitorial services, with payment terms at net 30 days. All additional services are invoiced as incurred, with payment terms at net 15 days. A finance charge of 1.5% per month (minimum is \$15.00) is assessed on all delinquent accounts over 60 days.
5. This Agreement is for a term of one (1) year from the date of signing or the start of services, whichever occurs last. The Agreement automatically renews for additional 1-year terms, with a 3% increase in the monthly fee paid by the Client, unless either party gives written notice of nonrenewal to the other at least thirty (30) days before the Agreement's expiration date.
6. **CLIENT** agrees to verbally notify **JAN-PRO** of any service issues before **CLIENT** provides any written notification.
7. This Agreement may be terminated for non-performance only and the terminating party must give the other party written notice specifying in detail the nature of any non-performance. The non-terminating party will then have 5 working days to cure to the reasonable satisfaction of the terminating party. If the non-performance is not cured within the 5 working days the terminating party will notify the non-terminating party in writing of the failure to cure, and this Agreement will terminate 30 days after the date of the notice. All written notices must be timely and by overnight courier.
8. **CLIENT** agrees that during the term of this Agreement and for 90 days after the expiration or termination of this Agreement, **CLIENT** will not employ directly or indirectly any **JAN-PRO** employees, agent representatives, franchisees, or former franchisees.
9. In addition to any other rights, **JAN-PRO** may have, if **CLIENT** breaches this Agreement, **JAN-PRO** is entitled to all costs of **JAN-PRO**'s costs of collection, including reasonable attorney fees, paralegal fees, and collection agency fees, in addition to **JAN-PRO**'s lost revenues for the remainder of the term.
10. **JAN-PRO** annually observes the following federally recognized holidays: New Years' Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, and Christmas. **JAN-PRO** will not provide services on these days. Other conditions may apply that preempt a cleaning. No credit will be given for holiday as this is already factored into pricing.
11. **JAN-PRO** and **JAN-PRO**'s franchisee will each maintain commercial general liability insurance of at least \$1,000,000 per occurrence. \$2,000,000 in the aggregate automobile liability, coverage of at least \$1,000,000 and janitorial bonding of at least \$50,000.
12. **JAN-PRO** and **JAN-PRO** franchisee will indemnify **CLIENT** from any claims, damages, injury, liability, losses or compensation, whether or injury to person or damage to property as a result of negligence, gross negligence or willful misconduct in performing the services under this Agreement.

By signing below, **CLIENT** and **JAN-PRO** agree to the terms of this Janitorial Services Agreement.

CLIENT

JAN-PRO

BY:

BY:

NAME:

NAME:

DATE:

DATE:

PRICING AGREEMENT

CLIENT: **CGA SOLUTIONS**

CLEANING LOCATION:

BILL TO:

REGULAR SERVICE

PRICE PER MONTH*

CLEANING SERVICE ONE DAY WEEK START SERVICE 12/12/2025

\$225/MONTH

TAX NOT INCLUDED

INITIAL CLEAN

PRICE PER SERVICE*

INITIAL DEEP CLEANING NEEDS DONE BEFORE 12/5/2025

\$150.00

NOTES:

- Pricing is valid for 30 days from the proposal date unless specifically extended by JAN-PRO at its sole discretion.
- Holidays (days not serviced): New Year's, Labor Day, Memorial Day, Thanksgiving Day, Independence Day & Christmas Day

By executing this Agreement, the parties agree to be bound by these terms and the conditions set forth in the accompanying Janitorial Services Agreement.

CLIENT

JAN-PRO

SIGNATURE:

SIGNATURE:

PRINT:

PRINT:

DATE:

DATE: