

**JANITORIAL SERVICE AGREEMENT**

Agreement Between the Northern Lights Council of Dancers, Incorporated (Lessee) and \_\_\_\_\_ Contractor) whereas the basis of payment is a STIPULATED SUM

**AGREEMENT**

Made this \_\_\_\_\_ day of \_\_\_\_\_ in the year of Two Thousand and eight

BETWEEN

NORTHERN LIGHTS COUNCIL OF DANCERS, INCORPORATED

P. O. Box 74702

Fairbanks, AK 99707-4702

the Lessee, and

Name \_\_\_\_\_

BUSINESS LICENSE #: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

the Contractor.

The Lessee and the Contractor agree as set forth below.

The Contractor shall provide the janitorial services for the Square Dance Hall located at Pioneer Park, Fairbanks, Alaska for the regular maintenance of the dance floor, seating area, restrooms, and kitchen in accordance with the Terms and Conditions of this Agreement.

## ARTICLE 1

### BASIC JANITORIAL SERVICES

- 1.1** Basic janitorial service consists of cleaning the floor areas by removing soil, including shoe sole marks on the dance floor and or on vinyl covered areas; polishing dance floor and vinyl covered areas; vacuuming carpeted floor areas; replacing all furnishings to original setting after completion of floor maintenance; making a visual check of Hall condition upon entering the building, and likewise performing a security check prior to departing the premises and writing on the LOG SHEET any unusual findings and recording number of people and time of opening and closing the building.

### DISCRIPTION OF FLOOR AREAS

- 1.2.1** The carpeted floor area includes the South entrance, through to the dance floor, plus a strip along the South wall to the West wall. The total carpet area is approximately 322 sq. ft.
- 1.2.2** The vinyl-covered floor is in 5 areas:
- 1.2.2.1** Seating Area measures 376 sq. ft.
  - 1.2.2.2** Kitchen measures 142 sq. ft.
  - 1.2.2.3** Alcove to Restrooms measures 41 sq. ft.
  - 1.2.2.4** Women's Restroom measures 150 sq. ft.
  - 1.2.2.5** Men's Restroom measures 162 sq. ft.
- 1.2.3** The dance floor of maple hardwood measures 2,677.5 sq. ft.
- 1.3.0** Furniture to move and replace:
- 1.3.1** To access the seating floor area, 7 single pedestal tables with 4 plastic chairs each, 6 benches, TV cart, small cabinet.
  - 1.3.2** To access the dance floor, 1 moveable stage, 1 large TV cabinet with rollers, a small shoe wax pad, 2 flags on pedestals, and 5 benches
  - 1.3.3** To access the Alcove floor, there is a merchandise cabinet on rollers and stacks of plastic chairs.

## ARTICLE 2

### SPECIFICATIONS

- 2.1.1 As required, furniture and furnishings as described above shall be temporarily moved to access floor area being cleaned and polished or vacuumed. Then furniture and furnishings shall be returned to original place.
- 2.1.2 (*Monthly*): Carpeted floor areas shall be vacuumed. Remove dust, soil, and stains.
- 2.1.3 (*Semi-Annually*): Carpeted floor areas shall be steamed cleaned.
- 2.1.4 (*Monthly*): Vinyl floor areas shall be cleaned of soil including shoe sole marks and stains.
- 2.1.5 (*Monthly*): Vinyl floor areas shall be treated and polished with product according to the manufacturer's specifications. Product shall be provided by the Lessee
- 2.1.6 (*Monthly*): Maple hardwood dance floor shall be cleaned of dust, stains, and shoe sole marks and shall be cleaned using Mox floor cleaner supplied by the Lessee and used according to manufacturer's specifications.
- 2.1.7 (*Monthly*): Maple hardwood floor shall be treated and polished with product according to manufacturer's specifications. Product shall be provided by the Lessee.
- 2.1.8 (*Monthly*): Clean and sanitize the 3 commodes in the Women's Restroom and the 2 commodes and 2 urinals in the Men's Restroom.
- 2.1.9 (**Annually**): Strip acrylic buildup on dance floor.
- 2.2.0 "**Monthly**" shall be defined for this agreement as service separated by periods of not less than 25 days, nor more than 30 days.

## ARTICLE 3

### FLOOR PRODUCTS AND EQUIPMENT

- 3.1 The Lessee shall provide the MOX floor cleaning product and an ACRYLIC product, which shall be used on all floors.
- 3.2 The Contractor shall be responsible for requesting at least 30 days in advance that the product inventory requires replenishing.

**ARTICLE 4**

**PAYMENTS TO THE CONTRACTOR**

- 4.1 Payments for Janitorial Services shall be made monthly (or within 30 days of receiving the invoice if services are provided other than monthly, i.e. Semi-monthly or Seasonal) upon receipt of an invoice addressed to Northern Lights Council of Dancers, Incorporated, c/o of Susanne Trabke-Waryas, Treasurer, 2682 Natalie Aveneue, North Pole, AK 99705-7315
- 4.2 Payment for Basic Service:
- Monthly\_\_\_\_\_ \$350.00\_\_\_\_\_
  - Semi-Monthly\_\_\_\_\_
  - Annual Stripping\_\_\_\_\_ \$500.00\_\_\_\_\_

**ARTICLE 5**

**ACCESS TO PIONEER PARK**

The Contractor is hereby notified that Pioneer Park is a gated facility of the Fairbanks North Star Borough. Vehicular access is controlled by Park Regulations and enforced by contracted security. From Memorial Day through Labor Day the Moore Street Entrance is opened until Ten O'clock AM to service vehicle traffic; the Gate is locked for the remainder of the day. Coordinate entrance to Pioneer Park through Security when Gate is locked. Obey traffic speed and signage and be aware of pedestrians especially children. For access to the Square Dance William C. Mudd has been assigned Key 13XD4-#1. This Key is property of the Fairbanks North Star Borough and must be returned to the Lessee upon termination of this Agreement. Loss of or otherwise not available for return upon demand. The Contractor will pay to the Fairbanks North Star Borough the sum of \$25.00. The Contractor further agrees to neither make, cause, or knowingly permit to be made, nor otherwise obtain, procure or provide any

unauthorized duplicate copy or facsimile of said key, and stipulate that said key will only be used for authorized and permitted activities.

## **ARTICLE 6**

### **TERMINATION OF AGREEMENT**

This Agreement may be terminated by either party upon seven days written notice, should the other party fail substantially to perform in accordance with its terms through no fault of the other. In the event of termination due to the fault of others than the Contractor, the Contractor shall be paid for services performed to termination date.

## **ARTICLE 7**

### **SUCCESSORS AND ASSIGNS**

The Contractor binds himself, his partners, successors, assigns and legal representatives to the other party to this Agreement with respects to all covenants of this Agreement. The Contractor shall not assign, sublet or transfer his interest in this Agreement without the written consent of the other.

## **ARTICLE 8**

### **EXTENT OF AGREEMENT**

This Agreement represents the entire and integrated agreement between the Lessee and the Contractor and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Lessee and Contractor.



**ARTICLE 9**

**APPLICABLE LAW**

Unless otherwise specified, this Agreement shall be governed by the law of the principal place of business of the Lessee.

This Agreement executed the day and year first written above.

**LESSEE**

**CONTRACTOR**

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**President, Board of Directors  
Northern Lights Council of Dancers, Inc  
P.O. Box 74702  
Fairbanks, AK 99707-4702**

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**Owner**

Submit invoices to:  
Northern Lights Council of Dancers, Inc.  
c/o Susanne Trabke-Waryas, Treasurer  
2682 Natalie Avenue  
North Pole, AK 99705-7315