

ORMSBY BUILDING MAINTENANCE

P.O. BOX 573 • CARSON CITY, NEVADA 89702
PHONE 882-3305

Proposal

PROPOSAL SUBMITTED TO:	DESCRIPTION OF JOB:	
Douglas County Public Library	Job Janitorial Service for	
P.O.Box 337	Address Minden Library, Tahoe Library	
Minden, Nevada 89423	City	State
	Phone	Date 6-29-87

We hereby Submit specifications and estimates for _____
 General cleaning of: Minden Library, 5 days per week
 Tahoe Library, 3 days per week
 See page 2 "Work Schedule"

FILED
 NO. 87. 28
 87 JUL -1 P3 54
 BANBARA REED
 CLERK
 BY *[Signature]* DEPUTY

This is a 2 year contract which can be terminated by either party by giving a 30 written notice. Contract to run from July 1, 1987 to June 30, 1989. Contract can be extended by mutual consent

We hereby propose to furnish labor and materials complete in accordance with the above specifications, for the sum of \$ Tahoe: \$285.00, Minden \$385.00 (monthly)

With payment to be made as follows: Monthly

All materials guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by workmen's compensation insurance.

Authorized Signature *[Signature]*

Note: This proposal may be withdrawn by us if not accepted within _____ days

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature *[Signature]*

Signature _____ 157640

BOOK 787 PAGE 494

Accepted July 1, 1987

STATEMENT OF WORK SCHEDULE

Douglas County Public Librarys
Minden an Lake Tahoe

OK [Signature]

SERVICE FOR BOTH BUILDINGS

Daily:

- Empty all waste containers and replace liners if needed from customer's stock
- Empty and clean all ashtrays with treated cloth
- Clean all counter tops with treated cloth
- Dust tile and all composition floors
- Vacuum all carpets **3 TIMES PER WK, STATUQUOY 2 TIMES**
- Damp mop all restroom floors
- Dust office furniture and equipment with treated cloth
- Spot-clean all floors that have spills, etc.
- Clean and sanitize all restrooms, refill supplies when needed from customer's stock
- Spot-clean glass doors
- Sweep down entrance
- Dust seating areas
- Check and lock all doors and set alarm
- Clean drinking fountains
- Replace burned out lights from customer's stock

Weekly:

- Polish or clean all desk and table tops
- Spot-clean all restroom walls
- Spot-clean all walls and woodwork
- Dust picture frames and clean glass
- Clean metal thresholds and trim around doors
- Clean phones
- Wash glass doors

Monthly:

- All high dusting in building
- Light fixtures, vents, etc.

Miscellaneous:

- Carpet shampooing upon request at eight cents per square foot
- Windows cleaned every three months

CERTIFIED COPY

The document to which this certificate is attached is a full, true and correct copy of the original on file and on record in my office.

DATE: July 6, 1987
Shirley Clark Clerk of the Judicial District Court of the State of Nevada, in and for the County of Douglas.

By Ronnie M. Cribbs Deputy

SEAL

REQUESTED BY
DOUGLAS COUNTY
IN OFFICIAL RECORDS OF
DOUGLAS COUNTY, NEVADA *Clerk*

'87 JUL -2 P12:41

SUZANNE BRADDEAU
RECORDER

S. PAID 787 DEPUTY **157640**
BOOK **787** PAGE **496**