



August 13, 2020

Slavik Goryuk
Facilities Manager
Global Outreach Charter Academy
8985 Lone Star Rd
Jacksonville, FL 32211

Dear Slavik:

Thank you for the opportunity to present the Vanguard Cleaning Systems of Northeast Florida® proposal for arranging commercial cleaning services for **Global Outreach Charter Academy** at the **Jacksonville** facility.

Vanguard, a national leader in commercial cleaning since 1984, has over 19,000 accounts and will answer your needs with professional expertise and dedicated service. In addition, we are insured and bonded for your protection.

Vanguard will also provide a complete “green” approach to cleaning with our use of microfiber products that dramatically reduce dust, dirt & bacteria. Once you’ve read through this proposal, you should be confident that Vanguard can deliver **Global Outreach Charter Academy** a standard of quality that’s hard to beat.

We are extremely confident in our ability to provide service that meets your expectations. Our training and customer service is second to none. In fact, we are so sure you will be satisfied that **we do not ask you to sign a fixed term contract.**

Please let me know if you have any questions for me as I would be happy to clarify any details within this proposal. Thank you again for the opportunity and we look forward to working with **Global Outreach Charter Academy** in the future!

Best Regards,

By email

Robert Dondona
Account Executive
904-535-6752
rdondona@vanguardcleaning.com



Vanguard® Membership





The Benefits of the Vanguard® Program of Green Cleaning Quality Standards

Cleaning For Health

Breathe Healthier Air

High Filtration Vacuums utilize at least 3 separate filters. These filters capture harmful particles and quickly remove them from your environment.

A Cleaner, Healthier Office

Many green chemicals are equally effective as standard commercial cleaning chemicals. They typically have fewer toxins and Volatile Organic Compounds (VOCs).

Microfiber Equipment

Vanguard Cleaning Systems® franchise owners and other select service providers use Microfiber equipment. The result = less chemicals, which reduces waste and exposure. It also means that they clean virtually every room with a clean applicator so that germs don't migrate from one room (the bathroom) into another (your office).

A healthier work environment helps to improve the overall satisfaction and health of both your employees and customers!

Low Environmental Impact

May Reduce Waste

By using safe chemicals and less of them, Vanguard® franchise owners and other select independent service providers assist customers in minimizing their impact on the environment. Overall, waste output is reduced.

Minimize Toxins

Green cleaning products are designed to have minimal impact on the environment. They reduce the amount of harmful chemicals from your building waste water.



Let the Vanguard® program of green cleaning help your company protect ecosystems and conserve natural resources

Positive Customer Experience

Be proud and display the fact that you care about the health of your customer and the environment.

May Reduce Absenteeism

With a healthier office comes a healthier employee. Reduce absenteeism by bringing in the Vanguard® Program of Green Cleaning.



May Extend the Life of Your Building

Extend the usable life and luster of your building components. By using microfiber and less chemicals you save money both short and long term. Save money by maintaining the expensive parts of your infrastructure.

The Vanguard® franchise system works to ensure the health, safety, and success of your business. Vanguard franchisees and other independent service providers delivers consistent quality cleaning and clear business value.

Vanguard® Green Program Standards

Green Chemicals

Better for you and better for the environment.

Microfiber

Removes more dirt than traditional methods.

High Filtration Vacuums

Remove and capture harmful particles in your office.

Green Replenishment

You can use recycled paper and liner products. These products can be ordered for you upon request!

The Vanguard® Way

The Vanguard Cleaning Systems organization of independent businesses is built on ability of trust, integrity, execution and quality that few can match.



Service Areas

Areas to Be Serviced – GR 3-8 Campus On Two (2) Floors

<input checked="" type="checkbox"/>	Entrance Areas
<input checked="" type="checkbox"/>	Lobbies
<input checked="" type="checkbox"/>	Reception
<input checked="" type="checkbox"/>	Private Offices & Administrative Areas
<input checked="" type="checkbox"/>	Hallways
<input checked="" type="checkbox"/>	Classrooms (40 plus 1 outdoor portable classroom)
<input checked="" type="checkbox"/>	Cafeteria & Teachers' Break Room
<input checked="" type="checkbox"/>	Gym
<input checked="" type="checkbox"/>	Restrooms (15)
<input checked="" type="checkbox"/>	Stairways & Elevator

Areas Not to Be Serviced

<input checked="" type="checkbox"/>	Old Sanctuary Backstage areas.
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The Vanguard® Quality Standard

GENERAL OVERVIEW - ALL AREAS:

Services Performed Each Visit...

- Empty all trash receptacles including recycling containers, remove trash/recyclables to a collection point, replace liners as needed, and return trash and recycling receptacles to the proper positions. Client is responsible for liners, which can be purchased through Vanguard.
- Clean all entrance glass.
- Vacuum all carpeted areas.
- Clean and sanitize drinking fountains.
- Sweep/dust mop all other hard surface floors (in classrooms, etc.) and spot mop to remove spills.
- Spot clean partition glass and mirrors to remove fingerprints / smudges.

Services Performed Two Times Per Week...

- Fully mop all hard surface floors.

Services Performed Each Week...

- Dust low reach areas and window sills

Services Performed Each Month...

- Check for cobwebs and remove as needed.
- Dust all high reach areas (above eye level – not requiring a ladder to access) including, not limited to door frames, ceiling vents and grills, partitions tops, picture frames, high shelves, cabinet tops, etc.

CLASSROOMS:

Services Performed Each Visit...

- Sweep/dust mop hard surface floors and spot mop to remove spills and soil.
- Vacuum all carpeted areas.
- Clean all sinks and counters in classrooms.
- Empty trash receptacles and replace liners as needed.

Services Performed Two Times Per Week...

- Thoroughly damp mop hard surface floors twice per week.

Services Performed Each Week...

- Dust window sills.



The Vanguard® Quality Standard

VANGUARD CLEANING SYSTEMS SERVICE SCHEDULE CONTINUED...

RESTROOMS AND LOCKER ROOMS:

Services Performed Each Visit...

- Clean and disinfect toilets and urinals inside and outside and polish all bright work. Clean and disinfect both sides of toilet seats.
- Clean and disinfect all sinks and polish bright work.
- Remove splash marks from walls around sinks and urinals.
- Sweep/dust mop and wet mop restroom floor with germicidal disinfectant.
- Clean and polish mirrors.
- Empty trash and sanitary napkin receptacles, replace liners.
- Stock towels, tissue, hand soap, seat covers, and other expendable restroom items from janitorial supplies provided by client.
- Clean and disinfect shower stalls and shower floors, polish bright work.

Services Performed Each Month...

- Thoroughly clean and disinfect all tile stalls, and metal partitions leave in streak-free condition.
- Pour water down drain in restrooms to prevent odors.

GYM, AUDITORIUM AND SPORTS ROOMS:

Services Performed Each Visit...

- Sweep/dust mop floors.
- Vacuum all carpeted areas.
- Spot clean floors to remove spills (hardwood floors will be cleaned with minimal water to prevent water damage or cupping of floorboards).

CAFETERIA, BREAK ROOM, AND TEACHERS' LOUNGE AREAS:

Services Performed Each Visit...

- Damp wipe all tables and spot clean chairs.
- Clean and disinfect counters and sinks, including back splash area.
- Wipe outside of refrigerator and face and tops of vending machines.
- Clean inside and outside of microwaves.
- Empty trash receptacles and replace liners. Spot clean receptacles and adjacent walls as needed.
- Sweep/dust mop and damp mop all hard surface floors.
- Vacuum carpeted areas.



The Vanguard® Quality Standard

VANGUARD CLEANING SYSTEMS SERVICE SCHEDULE CONTINUED...

KITCHEN AREAS:

Services Performed Each Visit...

- Sweep/dust mop and damp mop hard surface floors.
- Empty trash receptacles and replace liners. Spot clean receptacles and adjacent walls as needed.
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OFFICES, RECEPTION, LIBRARY, STUDY HALL, AND ADMINISTRATIVE AREAS:

Services Performed Each Visit...

- Spot clean coffee stains, etc. from desk and table tops.
- Empty trash receptacles and replace liners as needed.
- Sweep/dust mop and damp mop all hard surface flooring to remove spills and soil.
- Vacuum carpeted areas.

Services Performed Each Week...

- Dust low reach areas and window sills.
- Thoroughly damp mop hard surface floors.
- Dust horizontal surfaces of desk tops, tables, cabinets, credenzas and other similar furnishings. (Papers and folders on desks will not be moved unless by previous arrangement.)

Services Performed Each Month...

- Dust all Venetian blinds.

HALLWAYS AND CORRIDORS:

Services Performed Each Visit...

- Sweep/dust mop and damp mop all hard surface floors.
- Vacuum all carpeted areas.

STAIRWAYS AND LANDINGS:

Services Performed Each Visit...

- Vacuum or sweep or spot clean stairs as needed.

Services Performed Each Week...

- Fully damp mop.



The Vanguard® Quality Standard

VANGUARD CLEANING SYSTEMS SERVICE SCHEDULE CONTINUED...

ELEVATORS:

Services Performed Each Visit...

- Vacuum all carpeting and vacuum/sweep and damp mop hard resilient surface floors taking care to get corners and along edges.
- Spot clean interior stainless steel and chrome surface of forward cab wall and doors.
- Spot clean outside surfaces of all elevator doors and frames.
- Vacuum all elevator thresholds.

JANITORIAL CLOSETS:

Services Performed Each Visit...

- Keep stock, including janitorial equipment, clean, neat and orderly.
- Maintain all cleaning chemicals and solutions in properly labeled containers.
- Empty and rinse mop buckets nightly.



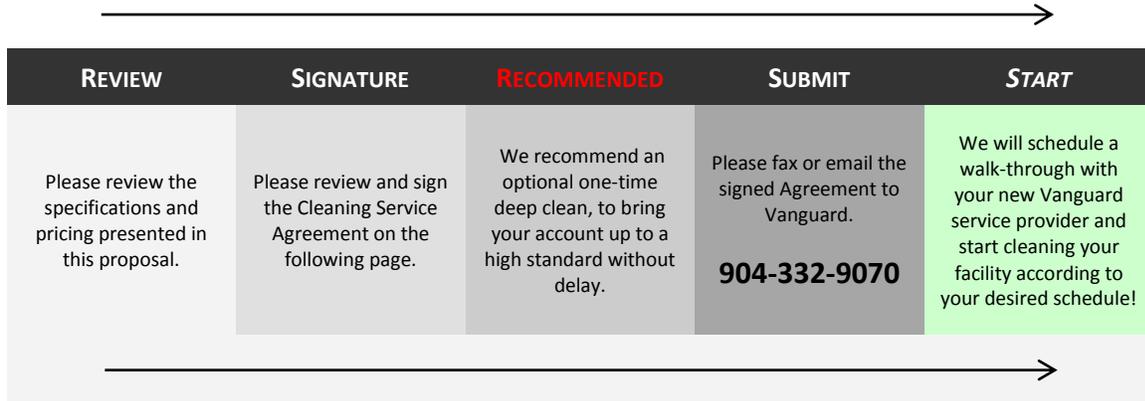
The Vanguard® Quality Standard

PRICING AND SPECIFICATIONS

CUSTOMER	SPECIFICATIONS	
Global Outreach Charter Academy 8985 Lone Star Rd Jacksonville, FL 32211	PRICE	\$7,629.00*
	FREQUENCY	5 times per week M-F
	START TIME	After Closing

***Optional Electostatic Sprayer Disinfection Service: Available at additional \$375.00 per service**

To get started with Vanguard Cleaning:



PERIODIC ADVANCED FLOOR AND CARPET CARE: CALL FOR PRICING

Hard Surface Floors

- Machine scrub non-finished grouted floor areas to remove soil from grout. Performed _____. Included / Priced separately at a rate of _____.
- Spray wax and buff finished resilient tiled floor surfaces. Performed _____. Included / Priced separately at a rate of _____.
- Scrub and recoat finished resilient tiled floor surfaces. Performed _____. Included / Priced separately at a rate of _____.
- Strip and wax finished resilient tiled floor surfaces. Performed _____. Included / Priced separately at a rate of _____.

Carpets

- Steam clean/extract carpets. Performed _____. Included / Priced separately at a rate of _____.



Special Services

The undersigned Client hereby accepts the proposal of Northeast Quality Services, LLC d/b/a Vanguard Cleaning Systems of Northeast FL to arrange janitorial services to be performed in Client's premises located at:

8985 Lone Star Rd
Jacksonville FL 32211

With the following terms:

1. Beginning [redacted] Vanguard Cleaning Systems of Northeast FL ("Company") will arrange for delivery of the professional commercial cleaning services meeting Clients Account Requirements 5 X Week at a monthly cost of \$7,629.00 (the "Contract Price") plus state sales tax.
1. Client accepts that responsibility for meeting Account Requirements will be transferred by Company to an independently owned and operated Vanguard Cleaning Systems franchised business or subcontractor, which agrees to provide necessary equipment, crew, and cleaning supplies at its expense.
2. The Contract Price stated in Paragraph 1, above, for the performance of Account Requirements is applicable for one year from the date of this Agreement. The price is subject to adjustment based upon substantial changes in occupancy or cleaning requirements. Special services such as carpet cleaning, window cleaning, strip and wax, are available upon request. Either Client or Company can cancel this Agreement by giving 30 days advance written notice of cancellation to the other party. Any modification to this Agreement must be in writing and signed by Client and Company. This agreement automatically extends for additional 1 year periods unless Client or Company gives 30 days advance notice of cancellation. Toiletries, liners, and paper supplies can be purchased through Company. Please see attached price list.
3. Client will be invoiced each month for that month's service on behalf of the franchised business or subcontractor, as applicable, with payment due by the 5th of the following month. Payments not received by the 10th of the month in which they are due are delinquent and subject to a service charge. Company can suspend services pending receipt of late payments without liability. The Contract Price excludes any use tax; tax on sales, services or supplies; or any other such tax, which are payable by Client. Client will reimburse Company for any taxes paid by Company on Client's behalf. Company will remit amounts due the franchised business or subcontractor according to the applicable agreement.
4. Services are not provided on New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day, unless separate arrangements are made for an additional charge. The Contract Price is not pro-rated or reduced for non-performance of scheduled services on the noted holidays.

Accepted by:

Anna Koroluk
Global Outreach Charter Academy
COO

Title
8/17/2020

Date Signed

Tax ID Number

Vanguard Cleaning Systems of Northeast FL

Title

Date Signed



Special Services

Vanguard® Special Services Overview

The following services can be arranged upon request at an additional charge.

Hard Surface Floors

Hard surface finished floors can be maintained through a scheduled maintenance program incorporating the following elements:

Strip and Refinishing: removal of all old floor finish (stripping), thorough cleaning and rinsing of the bare floor surface, and reapplication of several coats of new floor finish to protect the floor from damage and optimize appearance.

Scrub and Recoat: Periodic interim maintenance involving removal of top layer of floor finish, thorough cleaning of the floor, and reapplication of finish. Performance of Scrub and Recoat jobs extends the useful life of the floor finish, saving money by reducing the frequency of more costly Strip and Refinish jobs. Also, Scrubbing and Recoating is the environmentally responsible alternative to Stripping and Refinishing, as it minimizes the need for harmful stripping chemicals.

Spray Buffing or High Speed Burnishing: Restores shine to finished floors to keep them looking their best. Depending on the traffic and requirements of the facility, Buffing or Burnishing may be performed anywhere from quarterly (low traffic areas) to monthly (typical office building lobbies and hallways) or more frequently (hospitals, supermarkets and other retail environments).

Carpet Cleaning

Periodically carpet cleaning is advisable to extend the carpet life and keep it looking great. Vanguard franchisees can provide your facility with several carpet cleaning options.

Extraction: Hot water with cleaning solution is sprayed onto the carpets, agitated into the carpet fibers, and vacuumed out.

Shampoo: In buildings where it is not possible to avoid walking on the carpets for 5-6 hours, shampooing allows for quicker drying of the carpet than extraction. .

Bonnet cleaning: This is an interim maintenance method that is often utilized for high traffic areas to keep the appearance clean in between more intensive cleanings.

Dry methods: May be best for carpets that are more prone to moisture damage or that have round-the-clock foot traffic.



Supplies

You can order toiletries, paper towels, soap, etc., through the Vanguard® Regional Office at a competitive price!

Instead of going to Costco or driving to a nearby janitorial supply store, these products can be drop shipped directly to your facility. Our prices are competitive and your Vanguard franchisee or other Service Provider can stock these items in your restrooms, etc.

This can be initiated either by a fax order or by contacting the Vanguard Regional Office. If you have any questions, please call the Vanguard Regional Office.

A sample of our prices include the following:

Facial Tissue, 30 case
Toilet Tissue, 2ply, 96 case
Roll Towels, white (household style), 30 case
Roll Towels, coromatic
Singlefold Towels, natural, 12 case/4000 sheets
Singlefold Towels, white, 12 case/3000 sheets
Multifold Towels, white, 12 case/4000 sheets
Multifold Towels, bleached, 12 case/3000 sheets
C-Fold Towels, emb/white, 16 case
Seat Covers, ½ Fold, 250 pack, 20 pks/case
Tampons, 500 case
Sanitary Napkins #4, 250 case

Please Call for an Up to Date Price List