



**GAHANNA MUNICIPAL GOLF COURSE
220 OLDE RIDENOUR ROAD
GAHANNA, OHIO 43230**

2011 CLUBHOUSE CLEANING CONTRACT

The undersigned contractor agrees to furnish for the City of Gahanna, Department of Parks & Recreation, 200 S. Hamilton Road, Gahanna, Ohio 43230, all labor necessary for completion of the work specified in the service schedule for the Gahanna Municipal Golf Course Clubhouse, 220 Olde Ridenour Road, Gahanna, Ohio 43230.

The contractor shall be responsible for cleaning the inside of the Gahanna Municipal Golf Course Clubhouse (second floor, inside only).

- The inside of the second floor of the clubhouse shall be maintained in a clean and orderly fashion by the Contractor. Which includes general cleaning but not limited to:

After each rental

- Kitchen
 - Clean counter tops
 - Clean sinks
 - Clean inside and outside of microwave
 - Sweep and mop floors
- Main room and adjacent room
 - Sweep and mop floors
- Restrooms
 - Empty trash
 - Wash sink
 - Clean toilet
 - Sweep and mop floors
- Coat closet
 - Keep neat and orderly
 - Sweep and mop floors
- Water fountain
 - Clean and wipe down

EXHIBIT A

- **Weekly cleanings**
 - Kitchen
 - Wash off outside of trash cans
 - Wipe inside and outside of refrigerator
 - Restrooms
 - Wash off outside of trash cans
 - Coat closet
 - Dust shelves weekly
- **Monthly cleanings**
 - Kitchen
 - Wash fronts of cabinets
 - Wipe out inside of cabinets and drawers
 - Throw away any items left in the refrigerator & freezer
(*unless Winter Camp is in session*).
- The City of Gahanna shall be responsible for the maintenance of the exterior of the building known as the Clubhouse in this contract.
- Contractor will restock the restrooms and trash cans as needed,
- Contractor will keep enough supplies in supply cabinet, (located in the room with tables and chairs) with the following materials needed for patron cleanup responsibilities, (mop, broom, dustpan, extra toilet paper, can liners, cleaning spray, paper towels).
- All relevant materials will be supplied by the City of Gahanna
- The contractor will immediately notify the Facilities Superintendent at 452-0243 or if unavailable the Deputy Director at 774-8565 of any damages to the clubhouse (in order to document the damage.)
- Any items left at the clubhouse need turned into the Facilities Superintendent or the Parks & Recreation office at city hall ASAP.
- Cleaning expectations to be of the satisfaction of the Facilities Superintendent and/or the Deputy Director.

Upon completion of each month's services, it is agreed that the purchaser will pay within ten (10) days, billing **\$375.00** per month, less Gahanna income tax.

It is the responsibility of the contractor to find a cleaning replacement and pay said replacement for anytime contractor is unavailable to clean the clubhouse (i.e. vacation, sick, etc.) Contractor must contact in writing at least 14 days prior to being unavailable the Facilities Superintendent at 452-0243 or Deputy Director. If written notice is not

received or a cleaning replacement is not provided at contractors expense; the city will deduct \$30 each day from the monthly payment.

It is agreed and understood that this contract constitutes the entire understanding of the parties hereto and no other understanding shall be binding unless in writing by both parties.

This contract can be terminated by either party on the last day of any calendar month by either party giving the other at least thirty (30) days prior notice in writing of their intention to so terminate, with or without cause.

This agreement shall go commence February 1, 2011 and shall continue in full force and effect until January 31, 2012.

In witness whereof, on this _____ day of _____, 20____,
the undersigned have hereunto subscribed their names.

BILL WALKER
222 Chapelfield Rd
Gahanna, OH 43230
(614) 471-0285

In witness whereof, on this _____ day of _____, 20____,
the undersigned have hereunto subscribed their names.

CITY OF GAHANNA:

REBECCA W. STINCHCOMB, MAYOR

APPROVED AS TO FORM BY:

THOMAS L. WEBER, CITY ATTORNEY