

Change Order and Supplemental Agreement #1

Date: 4/3/2019

Form# PURC02

WTA Contract Number 2018-264RFP
Title Janitorial Services

To ADVANTAGE BUILDING SERVICES
(Contractor)

You are hereby requested to comply with the following Change Order. This document will become a supplement to the contract and all provisions of the contract will apply hereto.

Scope of Work:

ADD: CORDATA STATION

Once every 4 months:

1. Deep clean, deodorize, and disinfect all carpeted areas, including offices and entryways
2. Deep clean, deodorize, and disinfect all upholstered furniture, including office chairs
3. Move furniture as needed for carpet cleaning
4. Properly arrange furniture after completion of cleaning and drying.

Firm Fixed Amount (attach documentation): \$ 75 PER MONTH ADDITIONAL

Budget Code/GL Account: 50306-53

Project Manager's Recommendation: Cindy Campbell

Date: 4-3-2019

Department Director Endorsement: [Signature]

Date: 4/3/19

Procurement Endorsement: [Signature]

Date: 4/12/19

Finance Director Endorsement: [Signature]
(If capital or over \$5,000)

Date: 4/12/19

General Manager Approval: [Signature]

Date: 4/12/19

Contractor's Acceptance: [Signature]

Date: 4.24.19