



Tooele County Council Agenda Item Summary

Department Making Request:

CJC

Meeting Date:

Item Title:

Cleaning Contractor for the CJC Contract

Summary:

Contracted employee to clean the CJC on a weekly basis.

SERVICES AGREEMENT

THIS AGREEMENT entered into this 5th day of August, 2021, between TOOELE COUNTY, by and through its CJC Department, 36 South 100 East, Tooele, Utah (hereafter referred to as "County"), and LaRaine Loveless, 555 N 470 E., Tooele, Utah, (hereafter referred to as "Contractor").

RECITALS

- A. Tooele County is a body politic and corporate of the State of Utah providing services for the general public. The County is in need of CJC Building Custodial services.
- B. Contractor agrees to complete all work under the terms and conditions set for by the CJC Department Director.
- C. The Director will ensure that the selection of an independent contractor is in accordance with Section 17 of the Tooele County Policies and Procedures (Ethics).
- D. Either Party may immediately terminate this contract with written notice.
- E. In consideration of the mutual promises set forth herein, it is hereby agreed by and between County and Contractor:

SECTION I DESCRIPTION OF WORK

Weekly for the CJC the Contractor will clean floors, including vacuuming, mopping, cleaning, and sanitizing. Contractor will dust all common areas. Contractor will empty trash receptacles and take to nearby dumpster. Contractor will clean and stock restrooms including all fixtures, floor and walls as needed. Contractor will sanitize family, teen and kids rooms each week. Contractor put away clean dishes and clean kitchen including wiping down fridge, stove, countertops, etc. Inside windows will be cleaned as needed. Deep cleaning should be rotated and at least 1 item done each week. This is to include all common areas, conference room, and hallways. For the private offices, the floors are to be cleaned and the desks to be wiped down (do not move any documents) the remainder are not part of the service agreement.

On an as-needed basis, the Contractor will clean windows (inside) and clean walls, trim, and railing.

Contractor shall sign a Tooele County CJC Department confidentiality agreement.

SECTION II PAYMENT

Tooele County agrees to pay Contractor up to 6 hours each week at \$10.00 per hour, not to exceed \$3120.00 annually, while completing duties assigned by the department head or his designees.

SECTION III LIABILITY

The services to be performed under this contract will be performed entirely at Contractor's risk. Tooele County will not cover worker's compensation for Contractor.

**SECTION IV
INDEPENDENT CONTRACTOR**

No employer/employee relationship is created by this agreement. Contractor is an independent contractor and not an employee of Tooele County. Tooele County shall provide no employment benefits to Contractor. Tooele County will not withhold taxes from Contractor's pay and Contractor shall be solely responsible to his/her own taxes from income earned from this contract.

**SECTION V
TERMINATION**

This agreement may be terminated by either party. The party terminating the contract shall provide 10 days' notice to the other party.

IN WITNESS, WHEREOF, the parties have executed this agreement at Tooele County, Utah.

CONTRACTOR

LaRaine Loveless 8-11-2021
LaRaine Loveless

COUNTY

Rachael Gran 8-12-21
CJC Department Head