Customer LOGO

**Agreement for**

**Janitorial Supplies, Cleaning Equipment**

**Consultation and Corresponding**

**Support Services**

**Date:**

Your LOGO

**Your Company Name**

Address

City, State, Zip Code

Phone:

Fax:

Your Website

**I. Scope:**A. CUSTOMER NAME seeks to establish an agreement to procure janitorial supplies & equipment, consultation, and support services with YOUR COMPANY NAME.

2. S.D.S. Materials – YOUR COMPANY NAME will provide all locations, the purchasing office, and the warehouse copies of all Material Safety Data Sheets in compliance with OSHA’s Hazard Communication Standard. All labels for secondary containers are to meet OSHA’s guidelines. As a service to Centre College to assist in our compliance with OSHA requirements, the vendor will provide MSDS’s and labeling in English and Spanish.  
  
3. Training – YOUR COMPANY NAMEbelieves that a trained department is a successful and motivated department. Proper training makes clear not only the overall goals of the SCHOOL DISTRICT/LTC Facility name department, but individual responsibilities as well. YOUR COMPANY will assist the Management team of SCHOOL DISTRICT/LTC Health Org. NAME with training sessions for employees. YOUR COMPANY will provide a comprehensive training program to include, but not be limited to the following:

1. Product, Process, and Training - Training will be offered in various formats from individual to large group and in classroom, seminar, and hands-on settings. Sessions to be available on an as requested basis and at sites to be determined and agreed upon between YOUR COMPANY and SCHOOL DISTRICT/LTC FACILITY.
2. Regulatory Compliance Up-Dates - To be offered annually in compliance with OSHA requirements at a site to be determined by CUSTOMER NAME
3. Certificate and Accreditation programs also offered by Academy of Cleaning Excellence
4. Gateway and Mobile Coach training to be provided to track, analyze and review results

4. Technical Service Support – YOUR COMPANY will provide ongoing technical service support regarding products, procedures, and equipment as requested by CUSTOMER NAME.  
  
5. Chemical Proportioning System – YOUR COMPANY will provide a proportioning system to be utilized by SCHOOL DISTRICT/LTC FACILITY. This should be a dispensing system, which will meter the selected product at the correct dilution rate without waste. Metering tips should ensure consistent dilution accuracy. The system should provide product security. It should provide low-flow dispensing and high-flow dispensing (for mop buckets, extractors, and auto scrubbers). The system should take up a minimum of space. YOUR COMPANY NAME shall provide an adequate number of chemical proportioning systems for SCHOOL DISTRICT/LTC FACILITY NAME . In addition, YOUR COMPANY NAME shall install and maintain the chemical proportioning systems throughout the term of this agreement.

6. Delivery Arrangements– YOUR COMPANY NAME will provide regularly scheduled deliveries to all locations agreed upon by SCHOOL DISTRICT/LTC FACILITY NAME and YOUR COMPANY NAME  
  
8. Chemical Manufacturer Access – YOUR COMPANY NAME shall ensure access through the internet to SCHOOL DISTRICT/LTC FACILITY NAME for their chosen manufacturer of maintenance supplies.  
  
9. Ordering Options – YOUR COMPANY NAME will provide access to all of the following ordering options.

1. Vendor maintained inventory
2. Telephone Orders
3. Customized fax order forms
4. Customized e-mail ordering
5. Internet Ordering
6. EDI

10. YOUR COMPANY NAME will work with SCHOOL DISTRICT/LTC FACILITY NAME in the ongoing process of improving overall cleaning operations, will include, but not be limited to evaluations, consultations, and recommendations regarding new equipment intended to optimize current labor force efforts.

SCHOOL DISTRICT/LTC FACILITY NAME agrees to utilize YOUR COMPANY NAME as the primary vendor of their cleaning supplies and equipment on attached pricing exhibit. This would represent \_\_\_\_\_\_\_\_% or \_\_\_\_\_\_\_\_\_$ equivalent of the janitorial spend for CUSTOMER NAME.

* 1. The agreement shall be for 36 months which will automatically renew on a month to month basis thereafter
  2. Pricing may increase provided manufacturer’s written documentation and 30-day notice
  3. No penalty in the event that the location is sold or closes
  4. Either party may terminate this agreement at any time without cause or penalty with 30 day written notice

Pricing: See Attachment A

Renewal pricing shall take effect upon the effective date listed herein

Effective Date:­­

Company: Client:

Contact: Contact: \_\_\_\_

City: \_\_ \_\_\_\_\_\_ City: \_\_ \_ \_\_\_\_\_\_\_\_\_

State/Zip: \_ \_\_\_\_\_ \_\_\_ State/Zip: \_ \_\_\_\_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_\_

Signature: Signature: \_\_\_\_\_\_