

**CITY OF COSTA MESA
MAINTENANCE SERVICES AGREEMENT
WITH
CCS FACILITY SERVICES–ORANGE COUNTY, INC.**

THIS MAINTENANCE SERVICES AGREEMENT (“Agreement”) is made and entered into this 1st day of July, 2026 (“Effective Date”), by and between the CITY OF COSTA MESA, a municipal corporation (“City”), and CCS FACILITY SERVICES–ORANGE COUNTY, INC., a California corporation (“Contractor”).

W I T N E S S E T H :

A. City proposes to utilize the services of Contractor as an independent contractor to provide comprehensive janitorial services of City property, as more fully described herein; and

B. Contractor represents that it has the experience and expertise to properly perform such services and holds all necessary licenses to practice and perform the services; and

C. City and Contractor desire to contract for the services and desire to set forth their rights, duties and liabilities in connection with the performance of such services; and

D. No official or employee of City has a financial interest, within the provisions of Sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

1.0. SERVICES PROVIDED BY CONTRACTOR

1.1. Scope of Services. Contractor shall provide the services described in the City’s Request for Proposal (“RFP”), attached hereto as Exhibit “A,” and Contractor’s response to City’s RFP (the “Proposal”) attached hereto as Exhibit “B,” both incorporated herein (the “Services”).

1.2. Prevailing Wage Requirements.

(a) Prevailing Wage Laws. Contractor is aware of the requirements of Chapter 1 (beginning at Section 1720 et seq.) of Part 7 of Division 2 of the California Labor Code, as well as Title 8, Section 16000 et seq. of the California Code of Regulations (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on “public works” and “maintenance” projects. This project is a “maintenance” project and requires compliance with the Prevailing Wage Laws. Contractor shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

(b) Payment of Prevailing Wages. Contractor shall pay the prevailing wage rates for all work performed under this Agreement. When any craft or

classification is omitted from the general prevailing wage determinations, Contractor shall pay the wage rate of the craft or classification most closely related to the omitted classification. A copy of the general prevailing wage rate determination is on file in the Office of the City Clerk and is incorporated into this Agreement as if fully set forth herein. Contractor shall post a copy of such wage rates at all times at the project site(s).

- (c) Legal Working Day. In accordance with the provisions of Labor Code Section 1810 et seq., eight (8) hours is the legal working day. Contractor and any subcontractor(s) of Contractor shall comply with the provisions of the Labor Code regarding eight (8)-hour work day and 40-hour work week requirements, and overtime, Saturday, Sunday, and holiday work. Work performed by Contractor's or any subcontractor's employees in excess of eight (8) hours per day, and 40 hours during any one week, must include compensation for all hours worked in excess of eight (8) hours per day, or 40 hours during any one week, at not less than one and one-half times the basic rate of pay. Contractor shall forfeit as a penalty to City Twenty-Five Dollars (\$25.00), or any greater penalty set forth in the Labor Code, for each worker employed in the execution of the work by Contractor or by any subcontractor(s) of Contractor, for each calendar day during which such worker is required or permitted to the work more than eight (8) hours in one calendar day or more than 40 hours in any one calendar week in violation of the Labor Code.
- (d) Apprentices. Contractor shall comply with the provisions of Labor Code Section 1777.5 concerning the employment of apprentices on public works projects. Contractor shall be responsible for ensuring compliance by its subcontractors with Labor Code Section 1777.5.
- (e) Payroll Records. Pursuant to Labor Code Section 1776, Contractor and any subcontractor(s) shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by Contractor or any subcontractor in connection with this Agreement. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following: (1) The information contained in the payroll record is true and correct; and (2) The employer has complied with the requirements of Sections 1771, 1881, and 1815 of the Labor Code for any work performed by his or her employees on this project. The payroll records shall be certified and shall be available for inspection at all reasonable hours in accordance with the requirements of Labor Code Section 1776.
- (f) Registration with DIR. Contractor and any subcontractor(s) of Contractor shall comply with the provisions of Labor Code Section 1771 and Labor Code Section 1725.5 requiring registration with the DIR.

1.3. Performance to Satisfaction of City. Contractor agrees to perform all the work to the complete satisfaction of City. Evaluations of the work will be done by City's Maintenance Services Manager or his or her designee. If the quality of work is not satisfactory, City in its

discretion has the right to:

- (a) Meet with Contractor to review the quality of the work and resolve the matters of concern;
- (b) Require Contractor to repeat the work at no additional fee until it is satisfactory; and/or
- (c) Terminate the Agreement as hereinafter set forth.

1.4. Compliance with Applicable Law. Contractor warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to harassment, workplace violence, discrimination, minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Contractor shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Contractor's performance under this Agreement.

1.5. Non-Discrimination. In performing this Agreement, Contractor shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military or veteran status, except as permitted pursuant to section 12940 of the Government Code.

1.6. Non-Exclusive Agreement. Contractor acknowledges that City may enter into agreements with other contractors for services similar to the Services in this Agreement or may have its own employees perform services similar to those Services contemplated by this Agreement.

1.7. Delegation and Assignment. Contractor may not delegate or assign this Agreement, in whole or in part, to any person or entity without the prior written consent of City. Contractor may engage a subcontractor(s) as permitted by law and may employ other personnel to perform services contemplated by this Agreement at Contractor's sole cost and expense.

1.8. Confidentiality. Employees of Contractor in the course of their duties may have access to financial, accounting, statistical, and personnel data of private individuals and employees of City, or confidential information relating to the City's computer and security systems and programs. Contractor covenants that all data, documents, discussion, or other information developed or received by Contractor or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Contractor without written authorization by City. City shall grant such authorization if disclosure is required by law. All City data shall be returned to City upon the termination of this Agreement. Contractor's covenant under this Section shall survive the termination of this Agreement.

2.0. COMPENSATION AND BILLING

2.1. Compensation. Contractor shall be paid in accordance with the fee schedule set forth in Exhibit C. Contractor's total compensation shall not exceed Five Hundred Seventy-Seven Thousand Nine Hundred Seventy-Two Dollars and Sixty-Eight Cents (\$577,972.68) annually. Pricing shall remain firm for a minimum of two (2) years. All requests for pricing adjustments for follow-on contract renewal periods shall be provided no later than sixty (60) days prior to the end of the contract period. Any such proposed price adjustments shall not exceed The Bureau of Labor Statistics Consumer Price Index (CPI) data for Los Angeles-Riverside-Orange County, CA, All Items, Not Seasonally Adjusted, "annualized change comparing the original proposal month and the same month in the subsequent year. (This information may be found on the U.S. Department of Labor's website at www.bls.gov.)

2.2. Additional Services. Contractor shall not receive compensation for any services provided outside the Scope of Services set forth in this Agreement without amending this Agreement as provided herein. It is specifically understood that oral requests and/or approvals of such additional services or additional compensation shall be barred and are unenforceable.

2.3. Method of Billing. Contractor may submit invoices to the City for approval on a progress basis, but no more often than two times a month. Said invoice shall be based on the total of all Contractor's services which have been completed to City's sole satisfaction. City shall pay Contractor's invoice within forty-five (45) days from the date City receives said invoice. Each invoice shall describe in detail, the Services performed, the date of performance, and the associated time for completion.

2.4. Records and Audits. Records of Contractor's Services shall be maintained in accordance with generally recognized accounting principles and shall be made available to City for inspection and/or audit at mutually convenient times throughout the term of this Agreement through three (3) years after its termination.

3.0. TIME OF PERFORMANCE

3.1. Commencement and Completion of Work. The Services shall be performed in strict compliance with Exhibits A and B. Failure to commence work in a timely manner and/or diligently pursue work to completion may be grounds for termination of this Agreement.

3.2. Excusable Delays. Neither party shall be responsible for delays or lack of performance resulting from acts beyond the reasonable control of the party or parties. Such acts shall include, but not be limited to, acts of God, fire, strikes, material shortages, compliance with laws or regulations, riots, acts of war, pandemics (excluding COVID-19) or any other conditions beyond the reasonable control of a party.

4.0. TERM AND TERMINATION

4.1. Term. This Agreement shall commence on the Effective Date and continue for a period of two (2) years, ending on June 30, 2028, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties. Thereafter, the City, at its sole discretion, may extend the term of this Agreement for up to three (3) additional one-year renewal periods upon the same terms and conditions, subject to Section 2.1 of this Agreement.

4.2. Notice of Termination. City reserves and has the right and privilege of canceling, suspending or abandoning the execution of all or any part of the work contemplated by this

Agreement, with or without cause, at any time, by providing written notice to Contractor. The termination of this Agreement shall be deemed effective upon receipt of the notice of termination. In the event of such termination, Contractor shall immediately stop rendering services under this Agreement unless directed otherwise by the City.

4.3. Compensation. In the event of termination, City shall pay Contractor for reasonable costs incurred and Services satisfactorily performed up to and including the date of City's written notice of termination. Compensation for work in progress shall be prorated based on the percentage of work completed as of the effective date of termination in accordance with the fees set forth herein.

5.0. INSURANCE

5.1. Minimum Scope and Limits of Insurance. Contractor shall obtain, maintain, and keep in full force and effect during the life of this Agreement all of the following minimum scope of insurance coverages with an insurance company admitted to do business in California, rated "A," Class X, or better in the most recent Best's Key Insurance Rating Guide, and approved by City:

- (a) Commercial general liability, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury with a policy limit of not less than One Million Dollars (\$1,000,000.00) per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or shall be twice the required occurrence limit.
- (b) Business automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than One Million Dollars (\$1,000,000.00) combined single limit per accident for bodily injury and property damage.
- (c) Workers' compensation insurance as required by the State of California. Contractor agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the City, its officers, agents, employees, and volunteers arising from work performed by Contractor for the City and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.

5.2. Endorsements. The commercial general liability insurance policy and business automobile liability policy shall contain or be endorsed to contain the following provisions:

- (a) Additional insureds: "The City of Costa Mesa and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of Contractor pursuant to its contract with City; products and completed operations of Contractor; premises owned, occupied or used by Contractor; automobiles owned, leased, hired, or borrowed by Contractor."
- (b) Notice: "Said policy shall not terminate, be suspended, or voided, nor shall

it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City.”

- (c) Other insurance: “Contractor’s insurance coverage shall be primary insurance as respects the City of Costa Mesa, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Costa Mesa shall be excess and not contributing with the insurance provided by this policy.”
- (d) Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Costa Mesa, its officers, officials, agents, employees, and volunteers.
- (e) Contractor’s insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer’s liability.

5.3. Deductible or Self Insured Retention. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by City. No policy of insurance issued as to which the City is an additional insured shall contain a provision which requires that no insured except the named insured can satisfy any such deductible or self-insured retention.

5.4. Certificates of Insurance. Contractor shall provide to City certificates of insurance showing the insurance coverages and required endorsements described above, in a form and content approved by City, prior to performing any services under this Agreement.

5.5. Non-limiting. The insurance provisions contained in this Agreement shall not be construed as limiting in any way, the indemnification provisions contained in this Agreement, or the extent to which Contractor may be held responsible for payments of damages to persons or property.

5.6. Excess Coverage. To the extent that Contractor maintains any insurance coverage(s) in amounts or types which are not expressly called out in this Agreement, such additional coverage(s) shall be deemed to be required by this Agreement.

6.0. GENERAL PROVISIONS

6.1. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing, and signed by the parties in interest at the time of such modification. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document appurtenant hereto, including exhibits to this Agreement.

6.2. Representatives. The City Manager or his or her designee shall be the representative of City for purposes of this Agreement and may issue all consents, approvals, directives and agreements on behalf of the City, called for by this Agreement, except as otherwise expressly provided in this Agreement.

Contractor shall designate a representative for purposes of this Agreement who shall be authorized to issue all consents, approvals, directives and agreements on behalf of Contractor called for by this Agreement, except as otherwise expressly provided in this Agreement.

6.3. Project Managers. City shall designate a Project Manager to work directly with Contractor in the performance of this Agreement.

Contractor shall designate a Project Manager who shall represent it and be its agent in all consultations with City during the term of this Agreement. Contractor or its Project Manager shall attend and assist in all coordination meetings called by City.

6.4. Notices. Any notices, documents, correspondence or other communications concerning this Agreement or the work hereunder may be provided by personal delivery, facsimile or mail and shall be addressed as set forth below. Such communication shall be deemed served or delivered: a) at the time of delivery if such communication is sent by personal delivery; b) at the time of transmission if such communication is sent by facsimile; and c) 48 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

IF TO CONTRACTOR:

CCS Facility Services–Orange County,
Inc.
3001 Red Hill Avenue, Bldg. #6-220
Costa Mesa, CA 92626
Tel: (949) 677-5112
Attn: Sebastian Pedreira, General
Manager

IF TO CITY:

City of Costa Mesa
77 Fair Drive
Costa Mesa, CA 92626
Tel: (714) 754-5289
Attn: Director of Public Works

Courtesy copy to:

City of Costa Mesa
77 Fair Drive
Costa Mesa, CA 92626
Attn: Finance Dept. | Purchasing

6.5. Drug-Free Workplace Policy. Contractor shall provide a drug-free workplace by complying with all provisions set forth in City’s Council Policy 100-5, attached hereto as Exhibit “D” and incorporated herein by reference. Contractor’s failure to conform to the requirements set forth in Council Policy 100-5 shall constitute a material breach of this Agreement and shall be cause for immediate termination of this Agreement by City.

6.6. Attorneys’ Fees. In the event that litigation is brought by any party in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys’ fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

6.7. Governing Law. This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of

laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Orange County, California.

6.8. Assignment. Contractor shall not voluntarily or by operation of law assign, transfer, sublet or encumber all or any part of Contractor's interest in this Agreement without City's prior written consent. Any attempted assignment, transfer, subletting or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement. Regardless of City's consent, no subletting or assignment shall release Contractor of Contractor's obligation to perform all other obligations to be performed by Contractor hereunder for the term of this Agreement.

6.9. Indemnification and Hold Harmless. Contractor agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents and employees, at Contractor's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents and employees arising out of the performance of the Contractor, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Contractor, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Contractor, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents and employees based upon the work performed by the Contractor, its employees, and/or authorized subcontractors under this Agreement, whether or not the Contractor, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Contractor shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Contractor's Proposal, which shall be of no force and effect.

6.10. Independent Contractor. Contractor is and shall be acting at all times as an independent contractor and not as an employee of City. Contractor shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Contractor or any of Contractor's employees, except as set forth in this Agreement. Contractor shall not, at any time, or in any manner, represent that it or any of its or employees are in any manner agents or employees of City. Contractor shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Contractor and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Contractor shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Contractor further agrees to indemnify and hold City harmless from any failure of Contractor to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Contractor under this Agreement any amount due to City from Contractor as a result of Contractor's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

6.11. PERS Eligibility Indemnification. In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Contractor shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Contractor and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

6.12. Cooperation. In the event any claim or action is brought against City relating to Contractor's performance or services rendered under this Agreement, Contractor shall render any reasonable assistance and cooperation which City might require.

6.13. Conflict of Interest. Contractor and its officers, employees, associates and subcontractors, if any, will comply with all conflict of interest statutes of the State of California applicable to Contractor's services under this Agreement, including, but not limited to, the Political Reform Act (Government Code Sections 81000, *et seq.*) and Government Code Section 1090. During the term of this Agreement, Contractor and its officers, employees, associates and subcontractors shall not, without the prior written approval of the City Representative, perform work for another person or entity for whom Contractor is not currently performing work that would require Contractor or one of its officers, employees, associates or subcontractors to abstain from a decision under this Agreement pursuant to a conflict of interest statute.

6.14. Prohibited Employment. Contractor will not employ any regular employee of City while this Agreement is in effect.

6.15. Order of Precedence. In the event of an inconsistency in this Agreement and any of the attached Exhibits, the terms set forth in this Agreement shall prevail. If, and to the extent this Agreement incorporates by reference any provision of any document, such provision shall be deemed a part of this Agreement. Nevertheless, if there is any conflict among the terms and conditions of this Agreement and those of any such provision or provisions so incorporated by reference, this Agreement shall govern over the document referenced.

6.16. Costs. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.

6.17. Binding Effect. This Agreement binds and benefits the parties and their respective permitted successors and assigns.

6.18. No Third Party Beneficiary Rights. This Agreement is entered into for the sole benefit of City and Contractor and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this

Agreement.

6.19. Headings. Headings contained in this Agreement are included solely for convenience and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

6.20. Construction. The parties have participated jointly in the negotiation and drafting of this Agreement and have had an adequate opportunity to review each and every provision of the Agreement and submit the same to counsel or other consultants for review and comment. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

6.21. Amendments. Only a writing executed by the parties hereto or their respective successors and assigns may amend this Agreement.

6.22. Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

6.23. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

6.24. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

6.25. Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

[Signature page follows.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.

CONTRACTOR

Signature

Date: _____

[Name and Title]

CITY OF COSTA MESA

Cecilia Gallardo-Daly
City Manager

Date: _____

ATTEST:

Brenda Green
City Clerk

APPROVED AS TO FORM:

Kimberly Hall Barlow
City Attorney

Date: _____

APPROVED AS TO INSURANCE:

Ruth Wang
Risk Management

Date: _____

APPROVED AS TO CONTENT:

Daniel Jojola
Project Manager

Date: _____

DEPARTMENTAL APPROVAL:

Raja Sethuraman
Public Works Director

Date: _____

APPROVED AS TO PURCHASING:

Finance Director

Date: _____

EXHIBIT A
REQUEST FOR PROPOSALS

EXHIBIT B
CONTRACTOR'S PROPOSAL

Proposal For Services: City of Costa Mesa



RFP No. 26-13

CCS Facility Services' Response





March 11, 2026

Stephanie Urueta & Evaluation Committee
77 Fair Drive, Costa Mesa, CA 92628

Dear Evaluation Committee,

CCS Facility Services is pleased to submit our proposal to provide janitorial services for City of Costa Mesa facilities under RFP No. 26-13. We appreciate the opportunity to compete for this program and believe our operational capacity, municipal experience, and local presence uniquely position us to successfully support the City's facilities. We hope you find our proposed program compelling and cost effective.

CCS Facility Services maintains a regional office located in Costa Mesa, allowing us to provide direct local management and rapid operational support to City facilities. Our regional leadership team lives and works in the surrounding community and actively supports dozens of municipal facilities throughout Orange County and Southern California. Because of this strong local presence, we have a deep understanding of the operational expectations associated with maintaining public facilities, including city halls, public safety buildings, community facilities, and parks. For your reference, we have included a map illustrating the numerous government facilities we currently support in the surrounding region.

Our proposal demonstrates CCS's comprehensive understanding of the City's objectives and Scope of Work. We have structured our approach around the key evaluation priorities identified in the RFP: a clear and reliable service methodology, extensive municipal qualifications, strong staffing capacity, and responsible pricing. CCS currently supports hundreds of public facilities and has built scalable systems to manage complex multi-site programs while maintaining strict sanitation standards, quality assurance oversight, and responsive communication with our public agency partners.

Staffing reliability is one of CCS's greatest strengths. We currently have zero open janitorial positions in the Costa Mesa region and maintain a fully staffed workforce supported by trained floater personnel who provide additional coverage across our existing programs. While we understand the City will expect a thoughtful transition plan and dedicated staffing model, our existing workforce capacity means that if immediate support were ever required, CCS could mobilize experienced personnel to support the program without delay.

Current Staffing for Our Costa Mesa Branch:

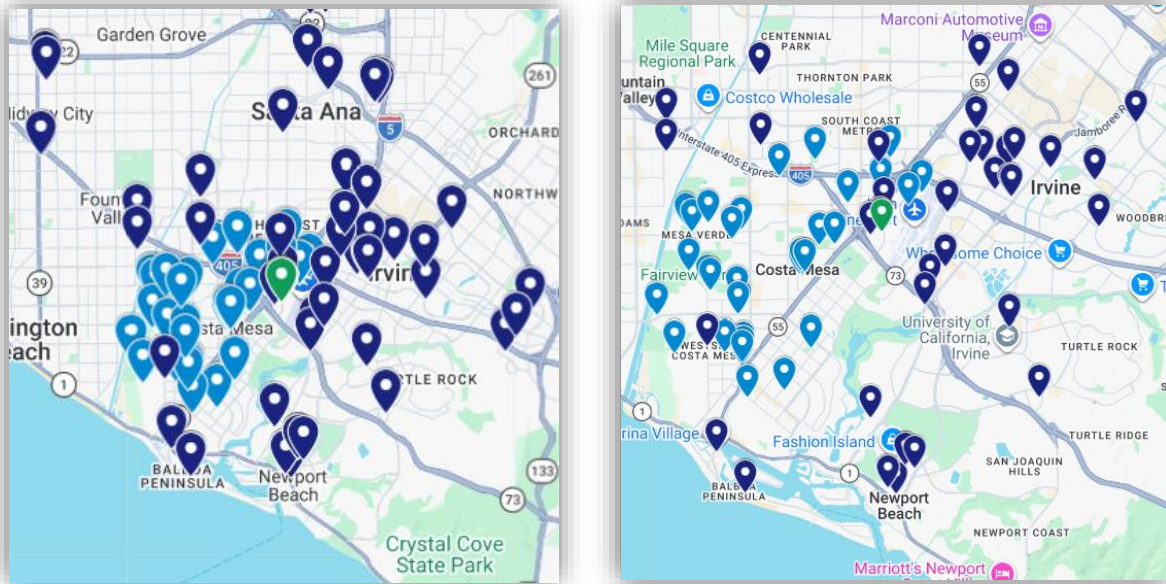
Total Number of Professional Cleaners: 680

Total Number of Job Openings as of March 4, 2026: 0

Total number of cross-trained floaters: 12



Below please see maps of our client density in and around Costa Mesa. Our client locations are marked in navy, the locations specified in this RFP are in light blue, and our office is the green dot. We have regional leadership that works in this office and will have eyes on the City of Costa Mesa facilities regularly. Showcasing our client density here proves we have the regional support and layered management to provide the City of Costa Mesa with a quality janitorial program.



In addition to our workforce depth, CCS brings nearly four decades of experience delivering custodial services to government agencies. Our management teams utilize structured quality control inspections, dedicated supervision, and modern workforce technology to ensure that service standards are consistently achieved across all facilities. These systems provide the reliability, transparency, and accountability that municipalities expect when outsourcing critical facility services.

We are confident CCS Facility Services is exceptionally well qualified to support the City of Costa Mesa. Our local presence, municipal experience, stable workforce, and operational infrastructure position us to deliver dependable service that reflects positively on the City and ensures facilities remain clean, safe, and welcoming for employees and residents alike. Thank you for your time and consideration. We look forward to the opportunity to partner with the City of Costa Mesa and are available at any time to answer questions regarding our proposal.




Sincerely,

A handwritten signature in black ink, appearing to read "Maryll Betzold". The signature is fluid and cursive.

Maryll Betzold
Director, Government Services
CCS Facility Services
mbetzold@ccsbts.com
720-955-5421

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Background & Project Summary Section

The Background and Project Summary Section should describe your understanding of the City, the work to be done, and the objectives to be accomplished. Refer to **Scope of Work, Appendix A** of this RFP.

Background and Project Summary

CCS Facility Services understands that the City of Costa Mesa is seeking a reliable and experienced contractor to provide comprehensive janitorial services across multiple City-owned facilities. The City requires a janitorial program that consistently maintains clean, sanitary, and professional environments for both employees and the public while ensuring minimal disruption to City operations.

Based on our review of Appendix A – Scope of Work, the City is seeking a contractor capable of providing complete janitorial services that include furnishing all labor, supervision, equipment, and cleaning materials necessary to maintain City facilities to high sanitation and presentation standards. The work encompasses routine daily cleaning tasks and advanced periodic requirements, including weekly, monthly, quarterly, bi-annual, and annual services with varying degrees of difficulty and complexity.

CCS Facility Services recognizes that the City has established specific performance expectations for cleanliness, sanitation, and responsiveness. The program requires adherence to detailed task schedules for each facility, consistent quality standards, and the ability to respond quickly to service concerns. The City has also outlined clear operational requirements including proper supervision, employee background checks, safety and training programs, and strict adherence to security procedures within City facilities. The contractor must maintain sufficient staffing levels, provide trained personnel and supervisors, and respond promptly to both major and minor service issues to ensure facilities remain clean, disinfected, and safe for daily use.

The objectives of this program are to maintain City facilities in a condition that is consistently clean, sanitary, and welcoming to employees, residents, and visitors. This includes delivering reliable service schedules, maintaining high-quality floor and surface care, ensuring restrooms and public areas meet strict sanitation standards, and supporting the City's operational requirements through responsive supervision and effective communication with City staff. By implementing structured cleaning procedures, trained personnel, and proactive quality control, the contractor can ensure the City of Costa Mesa's facilities remain well-maintained and reflective of the City's commitment to providing high-quality public services.



Project Approach & Methodology

Provide a detailed description of the approach and methodology that will be used to fulfill each requirement listed in the Scope of Work of this RFP. The section should include:

1. Describes familiarity of project and demonstrates understanding of work and project objectives moving forward.

Understanding the Scope of Work

CCS Facility Services has thoroughly read and understands the scope listed in the RFP issued by the City of Costa Mesa. We have spent nearly 40 years in the janitorial/custodial industry. During those years, we have refined a formula we use to identify how long it will take our team to complete a provided scope of work. CCS Facility Services uses this formula hundreds of times per year, and it has proven to be a trustworthy metric for us internally to provide accurate proposal estimates that we stand by. On this and the following pages, we have compiled a thorough explanation of how we will complete the scope of work if CCS Facility Services is awarded the contract. On page 14, we outline the hours per day and per week estimates based on the scope of work listed in the RFP. We will also bring in our specialized floor care team to assist with periodic and floor care needs, including all carpet and hard floor care, exterior window care, pressure washing, and all pool deck cleaning needs.

Due to the number of facilities, the frequency of cleaning, and the schedule required, we anticipate this program requiring 10 employees, with a mix of full time and part time to fulfill weekend, monthly, quarterly, and floor care needs.

We understand that the scope of work for a public agency janitorial program extends well beyond routine cleaning tasks and requires disciplined execution, regulatory compliance, and measurable performance outcomes. Public-sector facilities demand structured staffing plans by site and shift, adherence to detailed task frequencies (daily, weekly, periodic, and annual), documented quality assurance protocols, and strict compliance with security requirements such as background screenings and controlled access procedures. The program must incorporate sustainable cleaning practices, proper chemical management with SDS documentation, equipment maintenance standards, and clear escalation procedures for emergency response. Equally important is transparent communication with agency stakeholders, including routine inspections, performance reporting, issue tracking, and scope validation to ensure alignment with budget and service expectations. Our approach recognizes that a public agency janitorial contract is fundamentally an operational partnership—one that safeguards public assets, supports health and safety, and maintains community confidence through consistent, accountable service delivery.

2. Detailed description of efforts your firm will undertake to achieve client satisfaction and to satisfy the requirements of the "Scope of Work" section.

To ensure consistent client satisfaction and full compliance with the Scope of Work, CCS Facility Services implements a disciplined service delivery model built on **structured transition planning, layered management oversight, and a data-driven quality assurance program**. This approach has been successfully deployed across numerous municipal programs throughout the region and reflects the same operational rigor we bring to our long-standing local government partnerships.



Project Approach & Methodology

Compliance-Focused Transition and Operational Readiness

CCS Facility Services approaches every new contract with a structured transition plan designed to ensure immediate compliance with the Scope of Work and a seamless start to operations. During mobilization, CCS validates all facilities, confirms staffing assignments, verifies equipment inventories, and aligns service schedules with contract specifications. Standard operating procedures, safety protocols, and reporting structures are implemented from day one to ensure services are delivered consistently and in full compliance with program requirements. Because CCS already maintains a strong operational footprint supporting numerous nearby public-sector clients, we are able to leverage existing management infrastructure, trained personnel, and operational resources to stabilize service quickly and minimize startup risk.

Layered Management Oversight

A cornerstone of CCS's service delivery model is our layered management structure, which ensures multiple levels of supervision, accountability, and operational support. Frontline supervisors work directly with cleaners and day porters to ensure tasks are completed according to specification, while Area Managers and senior leadership provide broader oversight, coaching, and quality accountability. This structure ensures that each facility benefits from consistent supervision and that issues are escalated and resolved quickly.

Technology-Enabled Quality Assurance

CCS reinforces its management structure with a technology-driven quality assurance program built on two integrated platforms:

- Visitt, our AI-enabled quality control and work order management system, documents inspections, tracks corrective actions, and provides photo-verified service completion. This platform creates full transparency by allowing supervisors and client stakeholders to view real-time service performance and inspection results.
- Findd, our biometric and geofenced timekeeping system, verifies employee attendance and confirms that staff are working at the appropriate locations and times. This system provides a reliable, auditable record of workforce compliance.

Together, these tools create a closed-loop operational system where work is assigned, verified, documented, and continuously monitored.

Inspections, Accountability, and Continuous Improvement

CCS conducts a structured inspection program consisting of formal inspections, routine walkthroughs, and unannounced spot checks. Inspection results are documented within Visitt and automatically routed to supervisors for immediate corrective action when needed. This proactive approach allows our team to identify issues early and maintain consistent service performance across all facilities.

Quarterly Business Reviews and Client Partnership

To ensure ongoing alignment with client expectations, CCS conducts Quarterly Business Reviews (QBRs) with agency stakeholders. These meetings provide a structured forum to review performance metrics, inspection trends, service data, and improvement initiatives. QBRs reinforce transparency, strengthen communication, and ensure that service delivery continues to evolve with the agency's operational needs.

Through this integrated approach—a compliance-driven transition, layered supervision, technology-enabled quality assurance, structured inspections, and collaborative performance reviews—CCS consistently delivers reliable, high-performing janitorial programs. Our extensive experience supporting nearby public-sector agencies demonstrates our ability to meet the accountability, transparency, and operational standards required in government environments while maintaining a strong focus on client satisfaction.



Project Approach & Methodology

3. Detailed project schedule, identifying all tasks and deliverables to be performed, durations for each task, and overall time of completion.

Our proposed schedule for the City of Costa Mesa facilities will be applied using a production-rate methodology refined over nearly 40 years of janitorial operations. For each building type and task category (e.g., restrooms, offices, public counters, hard floors, glass, high-touch disinfection), we calculate labor hours using established square-foot production standards, task frequencies, fixture counts, and site-specific variables such as occupancy levels and public access intensity. These standards are derived from historical performance data across comparable civic facilities, time-and-motion benchmarking, and continuous field validation by our operations leadership team. The resulting staffing model reflects the time required to meet scope, quality, and compliance expectations while maintaining supervisory oversight and quality assurance inspections.

The numbers below reflect hours per month. On the following page we outline how long the standard daily / weekly duties will be carried out over a week’s time.

Location Name	Total Monthly Hours	Daily / Weekly Duties	Floor Care	Other Duties (Monthly / Quarterly)	Annual & Semi Annual Required Duties (No floor care included)
Balearic Community	65	48	9	8	
City Hall	250	210	20	5	15
Communications	28	24	3		1
Corporation Yard -Old	18	13	2	1	2
Corporation Yard	18	15	2	1	
Downtown Recreation	170	150	15	5	
Norma Hertzog	68	60	8		
Police Facility	345	290	52	2	1
Police Substation	5	4	0.5	0.5	
Senior Center	100	80	15	4	1
Bridge Shelter	28	21	3	2	2
PD Warehouse	3	3			
Fire Stations	8				8
IT Offices & Training	7	7			
Costa Mesa Tennis	9	9			
Park Locations	456	450		6	
Fairview Park	15	14.5		0.5	
ALDO	22	19		3	



Project Approach & Methodology

The below reflects the standard weekly schedule and hours per day to accomplish the ongoing daily / weekly tasks as part of the scope of work.

Location Name	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
Balearic Community		2	2	2	2	2	
City Hall		9.5	9.5	9.5	9.5	9.5	
Communications		1	1	1	1	1	1
Corporation Yard -Old		1		1		1	
Corporation Yard		1		1		1	
Downtown Recreation	4.5	4.5	4.5	4.5	4.5	4.5	4.5
Norma Hertzog	1.75	1.75	1.75	1.75	1.75	1.75	1.75
Police Facility	9.5	9.5	9.5	9.5	9.5	9.5	9.5
Police Substation				1			
Senior Center	3.5		3.5		3.5	3.5	3.5
Bridge Shelter		1	1	1	1	1	
PD Warehouse				.75 Semi-Monthly			
Fire Stations	Annual Service						
IT Offices & Training	1	1	1	1	1	1	1
Costa Mesa Tennis		.75		.75		.75	
Park Locations	15	15	15	15	15	15	15
Fairview Park	1	1	1	1	1	1	1
ALDO	.75	.75	.75	.75	.75	.75	.75



Project Approach & Methodology

Floor Care

CCS Facility Services specializes in comprehensive floor care and maintenance, and our teams are highly experienced in managing the types of recurring floor care services required under this contract. The City's scope includes monthly machine scrubbing of hard surface flooring, quarterly carpet cleaning, and semi-annual strip and wax services, all of which are core services regularly performed by CCS across our municipal and public-sector client portfolio. Our trained floor technicians utilize commercial-grade equipment and industry-approved processes to restore, protect, and extend the life of flooring materials while maintaining a consistently clean and professional appearance. By integrating these services into our structured periodic maintenance program, CCS ensures that both carpeted and hard surface floors receive the specialized attention needed to maintain safety, durability, and long-term facility value.

Window Cleaning

Exterior window cleaning services will be performed by West Coast Property Maintenance, a trusted CCS subcontracting partner with extensive experience in commercial and municipal window cleaning; all required licenses and credentials can be provided to the City of Costa Mesa upon request.

Locker Room Details

Locker room detailing will be performed by CCS's dedicated daily cleaning team, who are trained in proper locker room sanitation procedures and equipped with the specialized tools and products required to safely and effectively clean locker interiors, benches, and surrounding surfaces. This approach ensures lockers are detailed consistently and thoroughly while maintaining hygiene standards and minimizing disruption to facility users.

Pressure Washing

CCS utilizes a dedicated specialty services team to perform all pressure washing and exterior surface cleaning required under this contract. These technicians are specifically trained in exterior cleaning methods, surface protection, and safety procedures, and are equipped with commercial-grade pressure washing systems designed for municipal environments. By deploying a specialized crew with the proper equipment, surface-appropriate cleaning techniques, and experience working on public facilities, CCS ensures that sidewalks, hardscape areas, and exterior building surfaces are cleaned effectively while protecting surrounding infrastructure and minimizing disruption to City operations and the public.

Parks

CCS Facility Services has extensive experience providing janitorial services for municipal park systems and understands the unique operational considerations involved in maintaining public-facing outdoor facilities. For the City of Costa Mesa parks included in this scope of work, CCS has proposed a two-person full-time parks team that will travel together using a CCS-provided vehicle to complete all daily, weekly, monthly, and quarterly services. This team-based approach allows our staff to divide responsibilities and complete work more efficiently, minimizing the time each park facility is occupied for cleaning and reducing disruption to community use. By deploying a dedicated parks crew equipped with the necessary supplies and transportation, CCS ensures consistent service coverage, faster task completion, and reliable maintenance of these high-visibility public amenities.



Project Approach & Methodology

4. A proposed schedule indicating stages of work, time frames, and ability to perform the required services in a timely manner shall be included in the proposal

The City of Costa Mesa program includes a robust and detailed set of periodic cleaning requirements, and CCS is well prepared to manage this level of service. Using **Visitt**, our closed-loop quality assurance platform, we will schedule all periodic tasks—including monthly, quarterly, and semi-annual services—**up to one year in advance**, ensuring each requirement is planned, tracked, and verified. CCS will also coordinate scheduling of these services with City staff ahead of time to minimize disruption and ensure transparency. While the standard periodic schedule outlined below applies to many of the facilities in this RFP, we recognize that several locations have **unique requirements** that cannot all be detailed within the space available. CCS has thoroughly reviewed the scope and is fully aware of the program’s specialized needs—including **pressure washing, exterior window cleaning, monthly machine scrubbing, restroom detailing, and other facility-specific services**—and we are committed to ensuring every periodic requirement identified in the scope of work is completed consistently and on schedule.

The below schedule applies to many, not all, of the facilities outlined in this RFP. We have read, understand, and will comply with all periodic requirements. The anticipated timeline to complete these tasks can be found on page 8.

Weekly	Monthly	Quarterly	Semi Annual	Annual Services
<ul style="list-style-type: none"> • Dust low areas up to six foot in height. • Damp mop all hard surface floors / clean mop splatter on walls. • Use shampoo system to remove large soil spots and dry. • Disinfect all door handles. • Spot clean around all wall switch plates, doors, door frames and counters. • Wipe down vinyl and leather furniture. • Vacuum elevator tracks removing all debris, clean and polish exterior doors. • Chemically treat all waterless urinals on Friday evenings with approved chemicals. • Surface clean carpets as needed. 	<ul style="list-style-type: none"> • Vacuum upholstered seating. • Dust all vertical and horizontal blinds. • Dust ledges and windowsills over six feet. • Vacuum ceiling vents and deflectors. • Dust mop and spot clean Fire Escape Stairs, railings and ledges. • Machine scrub hard surface floor and apply finish. • Detail vacuum corners and edges. • Clean and polish metal elevator threshold plates. • Clean accessible baseboards. 	<ul style="list-style-type: none"> • Clean carpet using a high-pressure hot water extraction system. 	<ul style="list-style-type: none"> • Machine strip hard surface floors / clean grout in floor tile and reapply approved floor finish. • Replace waterless urinal cartridges with approved replacements as needed. 	<ul style="list-style-type: none"> • June - Clean all exterior windows, power wash exterior sunscreens (to be performed on weekend only.)



Project Approach & Methodology

Demonstration of Experience Providing Janitorial Service to Similar Entities

CCS Facility Services has included a sample list of public agencies and local government partners nationwide to showcase our demonstrated experience in providing janitorial services to similar entities. These clients, whose engagements involve complex scopes of work, multiple buildings, defined schedules, and access to sensitive facilities, are comparable to the City of Costa Mesa’s scope requirements. Notably, several of these agencies have entrusted CCS Facility Services with their janitorial needs for over a decade, underscoring our commitment to long-term, reliable service. CCS Facility Services supports over 15 public agencies in Southern California with janitorial needs, and over 1,000 local government facilities nationwide. This extensive experience in providing services to other local governments qualifies us to serve the City of Costa Mesa.

Account Name	Account Location	Year Initiated	Contract Value
San Bernardino County	San Bernardino, CA	2025-Present	Approx. \$984k/year
Amtrak	Los Angeles, CA	2025-Present	Approx. \$120k/year
City of Signal Hill	Signal Hill, CA	2025-Present	Approx. \$240k/year
City of Laguna Beach	Laguna Beach, CA	2025-Present	Approx. \$240k/year
City of Chino	Chino, CA	2019-Present	Approx. \$456k/year
City of Rancho Cucamonga	Rancho Cucamonga, CA	2014-Present	Approx. \$900k/year
City of Fullerton	Fullerton, CA	2014-Present	Approx. \$840k/year
City of Monterey Park	Monterey Park, CA	2025-Present	Approx. \$480k/year
City of Monrovia	Monrovia, CA	2016-Present	Approx. \$204k/year
Santa Clara Valley Water	San Jose, CA	2023-Present	Approx. \$1.3m/year
Madera County	Madera, CA	2018-Present	Approx. \$780k/year

Staffing for Our Orange County Branch:

Total Number of Professional Cleaners: 650

Total Number of Job Openings as of March 4, 2026: 0 (We typically have 3-5 openings, but are fully staffed currently)

Total number of cross-trained floaters: 12

We anticipate staffing this program with approximately 10 employee, a mix of part time and full time, which is approximately 1% of our current workforce in this branch. With our high level of client density in the area, we can easily support the City of Costa Mesa and have a robust local infrastructure to ensure quality of service.



Project Approach & Methodology

CCS Facility Services will carry out the City of Costa Mesa’s Scope of Work through **a structured, fully self-performed janitorial program built to support the City’s 17 facilities with consistent quality, reliable staffing, and clear accountability.** Our approach combines disciplined recruiting, optimized scheduling, strong on-site supervision, and a proven system for ensuring all daily and periodic tasks are completed on time.



During the **transition phase**, we conduct detailed walkthroughs of each facility to confirm access windows, building requirements, special cleaning needs, and storage and security protocols. We then assign trained CCS employees—day porters, night staff, and specialist floorcare technicians—based on each building’s operational needs. All personnel are background-screened, uniformed W-2 employees trained on the City’s scope, restroom and locker-room sanitation, safety requirements, closed-loop chemical use, and customer service expectations.

Scheduling is aligned with the City’s service windows to ensure efficient, safe cleaning. Night crews service the key City facilities, including City Hall, the recreation center, community centers, police facilities, corporation yards. We will have a dedicated team supporting the City of Costa Mesa parks, ensuring that there are two individuals at each park. The City of Costa Mesa’s full scope of work, including daily and periodic tasks, will be managed through our work order system, Visitt.



Oversight service is delivered through a robust management structure. In addition to the City’s two required supervisors on duty, an Account Manager serves as the City’s primary point of contact, supported by Day Service Managers, Night Area Managers who conduct routine inspections, monitor performance, coach staff, and verify the completion of all work. Our closed-loop work-order and inspection process documents tasks, tracks progress, and ensures any issue is corrected the same day.

CCS Facility Services performs all daily cleaning tasks, including restroom sanitation, high-touch disinfection, trash removal, floor care, vacuuming, glass cleaning, kitchen and appliance cleaning, and facility-specific needs such as City Hall meeting support and Library children’s area care. In addition to daily service, CCS completes the City’s periodic requirements. Monthly tasks—such as high dusting, machine floor scrubbing, cleaning of all vertical and horizontal blinds, and baseboard cleaning—are scheduled during low-traffic times. Quarterly work includes both carpet and strip-and-wax maintenance, and Bi-annual and annual deep cleaning, including full window cleaning, pressure washing, and deep cleaning garage flooring is performed by our specialized floorcare division.



Through **precise staffing, structured scheduling, strong supervision, and an organized periodic-maintenance program**, CCS Facility Services ensures high-quality cleaning across all City buildings while meeting every daily, seasonal, and long-term requirement of the City of Costa Mesa’s Scope of Work.



Qualifications & Experience of Firm

Describe the qualifications and experience of the organization or entity performing services/projects within the past eight years that are similar in size and scope to demonstrate competence to perform these services. Information shall include:

1. Submit a description of the organization's qualifications, experience and abilities that make it uniquely capable of providing the services specified in the Scope of Work.

CCS Facility Services brings nearly four decades of experience providing professional janitorial and facility services to public agencies, municipalities, and large institutional clients. With regional operations throughout the western United States, CCS has developed the operational infrastructure, staffing capacity, and supervisory systems necessary to manage complex multi-facility janitorial programs similar to the City of Costa Mesa's requirements.

CCS currently supports numerous government facilities including city halls, administrative offices, public safety buildings, libraries, and community facilities. These programs require coordinating nightly janitorial services across multiple locations while maintaining strict sanitation standards, security protocols, and service schedules. Our experience working within municipal environments ensures that facilities remain clean, safe, and operational without disrupting City staff or public activities. More information about our current local government experience is on the following page.

Each CCS municipal contract is supported by a dedicated management structure that includes an Account Manager and working supervisors responsible for scheduling, quality assurance inspections, and communication with City personnel. Our supervisors conduct routine inspections to ensure that all daily, weekly, and periodic tasks are completed according to contract specifications. In addition, CCS maintains a deep bench of trained personnel and backup staff, allowing us to quickly address absenteeism or changing service needs while maintaining consistent service levels.

CCS equips its teams with commercial-grade equipment and industry best practices, including HEPA filtration vacuums, microfiber cleaning systems, and advanced floor care equipment. All personnel receive training in custodial procedures, safety practices, and facility security protocols to ensure that services are delivered safely and efficiently.

Through our municipal experience, strong supervision structure, trained workforce, and operational resources, CCS Facility Services is well positioned to deliver the reliable, high-quality janitorial services required to support the City of Costa Mesa's facilities.

2. If the owner is a corporation please provide Name of corporation, corporate office street address, city, state, and zip code, state where incorporated, date of incorporation, first and last name of officers, local office address, city, state & zip, and the date local office opened its doors for business.

CCS Facility Services-Orange County, Inc. is a C-Corporation, headquartered at 990 S Broadway, Suite 200, Denver, CO 80209, and opened in 1988, and a regional office at 3001 Red Hill Ave Bld. #6-220, Costa Mesa, CA 92626. The officers are listed in our forms section, and are Cameron Hall, Troy Coker, Bill King. Cameron is located out of our Costa Mesa office listed above, and Troy and Bill work out of our Denver office listed above.



Qualifications & Experience of Firm

4. Provide a list of current and previous contracts like the requirements for this project in Costa Mesa, including all public agencies served (if any). For each, provide a brief description of the scope of work performed, the length of time you have been providing services, and the name, title, and telephone number of the person who may be contacted regarding your organization’s service record.

CCS Facility Services’ Demonstration of Experience Providing Janitorial Service to Similar Entities

CCS Facility Services has included a sample list of public agencies and local government partners nationwide to showcase our demonstrated experience in providing janitorial services to similar entities. These clients, whose engagements involve complex scopes of work, multiple buildings, defined schedules, and access to sensitive facilities, are comparable to the City of Costa Mesa’s scope requirements. Notably, several of these agencies have entrusted CCS Facility Services with their janitorial needs for over a decade, underscoring our commitment to long-term, reliable service. CCS Facility Services support over 15 public agencies in Southern California with their janitorial needs, and over 1,000 local government facilities nationwide. It is because of this dense experience in providing services to other local governments that we are qualified to serve the City of Costa Mesa.

Account Name	Account Location	Year Initiated	Contract Value
San Bernardino County	San Bernardino, CA	2025-Present	Approx. \$984k/year
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City of Fullerton	Fullerton, CA	2014-Present	Approx. \$840k/year
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Madera County	Madera, CA	2018-Present	Approx. \$780k/year
Amtrak	Los Angeles, CA	2025-Present	Approx. \$120k/year
City of Encinitas	Encinitas, CA	2025-Present	Approx. \$192k/year
City of San Marcos	San Marcos, CA	2023-Present	Approx. \$312k/year
City of Claremont	Claremont, CA	2025-Present	Approx. \$264k/year
City of El Cajon	El Cajon, CA	2020-Present	Approx. \$444k/year
City of Monrovia	Monrovia, CA	2016-Present	Approx. \$204k/year
City of Rialto	Rialto, CA	2024-Present	Approx. \$444k/year



Qualifications & Experience of Firm

4. Provide a list of current and previous contracts like the requirements for this project in Costa Mesa, including all public agencies served (if any). For each, provide a brief description of the scope of work performed, the length of time you have been providing services, and the name, title, and telephone number of the person who may be contacted regarding your organization's service record.

Below are a list of accounts that are similar to the City of Costa Mesa, with a brief summary of the scope of work.



Patrica Perez

Supervising Custodian
Project and Facilities Management
Cell 909.379-2286, patricia.perez@pfm.sbcounty.gov
200 S. Lena Rd., San Bernardino, CA. 92415
Customer since 2025, ongoing
Providing day porter and night cleaning to 13+ facilities, using 10+ employees. Facilities include Sheriff Training Centner and other County buildings.



Caleb DuPont

Facilities Supervisor
8749 Lion St, Rancho Cucamonga, CO 91730
Caleb.Dupont@cityofrc.us
Customer since 2014, ongoing
12 CCS Facility Services employees service 45+ City facilities including City Hall, the Police Department, Libraries, and Park restrooms.



Martin A. Soto

Facilities Maintenance Supervisor
Martin.soto@cityofchino.org, c: 909.536.8769
13220 Central Ave, City of Chino, CA 91710
Customer since 2019, ongoing
13 CCS Facility Services employees service 14 buildings and 110k sq ft. Facilities include City Hall, police department, community centers and more.



Staffing



Provide a list of individuals who will be working on this project and indicate the functions that each will perform and anticipated hours of service of each individual.' Include a resume for each designated individual.

Submit the primary contacts (and management hierarchy/organization chart) that will be available for all aspects of the work. Include contacts for customer service and senior management. Identify the management staff to be assigned to this project and their relevant experience and qualifications to janitorial services similar in nature. Provide the number of full-time employees and the number of part-time employees performing the Custodial/Janitorial services as of the date of submission of your response to this Request for Proposal.

Number of employees employed full time. When contacting your firm, contractor's personnel must be immediately available (answering machines or answering services are not acceptable). List the names, phone numbers, and e-mail addresses for the following:

- o Assigned Supervisor (for proposed contract)
- o Customer Service Representative for problems/questions
- o Accounts Receivable Representative for problems/questions.

In accordance with the **California Displaced Janitor Opportunity Act**, CCS will retain and transition the current janitorial employees assigned to these facilities, ensuring continuity of service and preserving the experience and institutional knowledge these workers bring to the program. CCS has extensive experience successfully onboarding incumbent staff and supporting them through structured orientation, training, and integration into our operational systems. To ensure these employees receive the guidance and resources necessary for success, CCS has identified a dedicated management team that will provide oversight, training, and ongoing support throughout the transition and contract term. The following pages outline the CCS management personnel who will be responsible for supporting these team members and ensuring consistent, high-quality service for the City of Costa Mesa.

Each key individual's contact information is listed on their resume.

Supervisor: Ernesto Flores, eflores@ccsbts.com, 949-239-5606

Customer Service Representative: Erryn Moreno, emoreno@ccsbts.com, 949.244.8682

Accounts Receivable: Victoria Burk, vburk@ccsbts.com , 303.733.8997

CCS Facility Services – Orange County, Inc. Employee Count:

Total number of employees: 680 as of March 11, 2026

Full time: 384

Part Time: 296



Compliance with California Labor Code: **Displaced Janitor Opportunity Act**

California Labor Code Section 1060-1065 (Displaced Janitor Opportunity Act)

CCS Facility Services is fully committed to complying with the **California Displaced Janitor Opportunity Act (Labor Code §§1060–1065)**. We view this not just as a legal requirement, but as an opportunity to ensure stability for employees and continuity of service for our clients.

90-Day Retention Commitment

When awarded a new janitorial services contract in California, we honor the statutory requirement to retain the existing qualified janitorial employees of the prior contractor for a period of not less than 60 days, unless just cause exists for termination. At the end of this period, we evaluate performance in good faith and may extend permanent employment offers to those employees.

Notification & Hiring Process

We coordinate with the outgoing contractor to obtain the list of current service employees as required. These employees are provided with written notice of their right to continued employment and are offered positions with wages, hours, and working conditions consistent with our program.

Non-Discrimination

We do not interfere with, restrain, or retaliate against any covered employees exercising their rights under this statute. Employment decisions during the retention period are based strictly on performance and operational needs.

Training & Onboarding

Retained employees are enrolled in our onboarding, safety, and compliance training to ensure a smooth transition into our program standards while preserving their employment rights.

Documentation & Recordkeeping

We maintain required documentation of employee lists, notices, retention offers, and evaluation outcomes to ensure full compliance with statutory obligations.



Staffing



Key Contact	Title	Functions for the City of Costa Mesa	Anticipated Monthly Hours of Service Supporting Direct Supervisors and Front Line Team
Cameron Hall	Regional Vice President	The Regional Vice President provides senior executive oversight for the region and will remain engaged to ensure the success of the City of Costa Mesa program. The RVP supports the General Manager through strategic guidance, resource allocation, and participation in executive-level reviews to ensure CCS consistently meets the City’s service expectations.	<1 – mostly behind the scenes and as necessary for management support and contract compliance needs
Sebastian Pedreira	General Manager	Sebastian will closely with Erryn and supervisory team to review operational performance, address escalated issues, and ensure alignment with CCS service standards. He will also participate in strategic planning and periodic executive-level reviews to evaluate program performance, staffing stability, and continuous improvement opportunities.	<5 – mostly as management support to Erryn, financial oversight of the contract, ensuring the team has all resources required to complete the scope of work.
Erryn Moreno	Account Manager	The Account Manager serves as the primary point of contact for the program and is responsible for coordinating day-to-day service delivery, communication, and issue resolution between CCS and the client. In this role, the Account Manager oversees operational performance, supports the supervisory team, and ensures that staffing, service quality, and reporting requirements are consistently met.	15 – 20 – depending on the needs of the supervisors and leads of this program, and their development as professionals.



**ADDENDUM NO. 1
REQUEST FOR PROPSAL
FOR
JANITORIAL SERVICES FOR CITY FACILITIES
RFP NO. 26-13**



**PUBLIC WORKS DEPARTMENT
CITY OF COSTA MESA**

Addendum Released on February 17, 2026

The referenced document has been modified as per the attached Addendum No. 1

Please sign this Addendum where designated and return the executed copy with submission of your proposal. This addendum is hereby made part of the referenced RFP.

1. **DELETE: Mandatory Job Walk** will be held on **February 18, 2026, at 10:00 a.m.** beginning at City Hall. The site inspections will allow the contractor to become familiar with all conditions that may affect the performance and cost of the contract. Proposers should be familiar with the proposal prior to attending the informational meeting and the job walk. Each attendee will be responsible for getting to each of the offsite facilities during the walkthrough.

The informational meeting and inspection of the facilities are mandatory. Any proposals received from contractors who did not attend job walk, will be deemed nonresponsive to the RFP. All prospective contractors will be required to sign in prior to the meeting and at the conclusion of the site visits.

2. **REPLACE: Mandatory Job Walk** will be held on **February 18, 2026, at 8:30 a.m.** beginning at City Hall. The site inspections will allow the contractor to become familiar with all conditions that may affect the performance and cost of the contract. Proposers should be familiar with the proposal prior to attending the informational meeting and the job walk. Each attendee will be responsible for getting to each of the offsite facilities during the walkthrough.

The informational meeting and inspection of the facilities are mandatory. Any proposals received from contractors who did not attend job walk, will be deemed nonresponsive to the RFP. All prospective contractors will be required to sign in prior to the meeting and at the conclusion of the site visits.

3. **ADD: City Facility** sites to be visited during the mandatory job walk. Highly recommend bringing a copy of **Exhibit I Job Specifications** found in the RFP to follow during the job walk.

CITY FACILITY SITES

BUILDING	ADDRESS	TOTAL SQUARE FOOTAGE
Balearic Community Center	1975 Balearic Drive	7,680
City Hall	77 Fair Drive	73,341
PD - Communications Center	79 Fair Drive	7,960
Corporation Yard (Old)	2300 Placentia Avenue	17,390
Corporation Yard (New)	2310 Placentia Avenue	5,219
Downtown Recreation Center	1860 Anaheim Avenue	18,445
Norma Hertzog Community Center	1845 Park Avenue	9,300
Police Facility	99 Fair Drive	30,551
Police Substation	567 W. 18th Street	8,966
Senior Center	695 W. 19th Street	20,127
Bridge Shelter	3175 Airway Avenue	3,600
PD Warehouse	3175 Airway Avenue	NA
IT Offices and Training Room	77 Fair Drive	1,000 – Basement @ City Hall
Costa Mesa Tennis Center	880 Junipero Drive	1,000
ALDO (Code Enforcement Substation)	3190 Airport Loop Drive, E-2	2,000
STATION	ADDRESS	TOTAL SQUARE FOOTAGE/LIVING SPACE
Fire Station No. 1	2803 Royal Palm Drive	3,750
Fire Station No. 2	800 Baker Street	3,332



**ADDENDUM NO. 2
REQUEST FOR PROPSAL
FOR
JANITORIAL SERVICES FOR CITY FACILITIES
RFP NO. 26-13**



**PUBLIC WORKS DEPARTMENT
CITY OF COSTA MESA**

Addendum Released on February 19, 2026

The referenced document has been modified as per the attached Addendum No. 2

Please sign this Addendum where designated and return the executed copy with submission of your proposal. This addendum is hereby made part of the referenced RFP.

1. DELETE: Evaluation Criteria: The City's evaluation and selection process will be conducted in accordance with Chapter V, Article 2 of the City's Municipal Code (Code). In accordance with the Code, the responsive responsible proposer shall be determined based on evaluation of qualitative factors. At all times during the evaluation process, the following criteria will be used. Sub-criteria are not necessarily listed in order of importance. Additional sub-criteria that logically fit within a particular evaluation criterion may also be considered even if not specified below.

- **Project of Approach & Methodology ----- 35%**
- **Qualifications & Experience of Firm ----- 30%**
- **Staffing ---- 30%**
- **Cost Proposal ----- 5%**

2. REPLACE: Evaluation Criteria: The City's evaluation and selection process will be conducted in accordance with Chapter V, Article 2 of the City's Municipal Code (Code). In accordance with the Code, the responsive responsible proposer shall be determined based on evaluation of qualitative factors. At all times during the evaluation process, the following criteria will be used. Sub-criteria are not necessarily listed in order of importance. Additional sub-criteria that logically fit within a particular evaluation criterion may also be considered even if not specified below.

- **Project of Approach & Methodology ----- 35%**
- **Qualifications & Experience of Firm ----- 30%**
- **Staffing ---- 25%**
- **Cost Proposal ----- 10%**

All other provisions of the request for proposal shall remain in their entirety.

Vendors hereby acknowledge receipt and understanding of the above Addendum. Complete and submit this Addendum with your proposal.



Signature **Date**
Maryll Betzold, Director of Government Services

Typed Name and Title

CCS Facility Services - Orange County - Inc.

Company Name
3001 Red Hill Ave Bld. #6-220,

Address
Costa Mesa, CA 92626

City **State** **Zip**



**ADDENDUM NO. 3
REQUEST FOR PROPSAL
FOR
JANITORIAL SERVICES FOR CITY FACILITIES
RFP NO. 26-13**



**PUBLIC WORKS DEPARTMENT
CITY OF COSTA MESA**

Addendum Released on February 20, 2026

The referenced document has been modified as per the attached Addendum No. 3

Please sign this Addendum where designated and return the executed copy with submission of your proposal. This addendum is hereby made part of the referenced RFP.

- 1. ADD: 2nd Mandatory Job Walk** will be held on **February 24th, 2026, at 8:30 a.m.** beginning at City Hall. The site inspections will allow the contractor to become familiar with all conditions that may affect the performance and cost of the contract. Proposers should be familiar with the proposal prior to attending the informational meeting and the job walk. Each attendee will be responsible for getting to each of the offsite facilities during the walkthrough.

The informational meeting and inspection of the facilities are mandatory. Any proposals received from contractors who did not attend job walk, will be deemed nonresponsive to the RFP. All prospective contractors will be required to sign in prior to the meeting and at the conclusion of the site visits.

Companies that attended the **February 18th** mandatory job walk are not required to attend.

- 2. ADD: City Facility** sites to be visited during the mandatory job walk. Highly recommend bringing a copy of **Exhibit I Job Specifications** found in the RFP to follow during the job walk.

CITY FACILITY SITES

BUILDING	ADDRESS	TOTAL SQUARE FOOTAGE
Balearic Community Center	1975 Balearic Drive	7,680
City Hall	77 Fair Drive	73,341
PD - Communications Center	79 Fair Drive	7,960
Corporation Yard (Old)	2300 Placentia Avenue	17,390
Corporation Yard (New)	2310 Placentia Avenue	5,219
Downtown Recreation Center	1860 Anaheim Avenue	18,445
Norma Hertzog Community Center	1845 Park Avenue	9,300
Police Facility	99 Fair Drive	30,551
Police Substation	567 W. 18th Street	8,966
Senior Center	695 W. 19th Street	20,127
Bridge Shelter	3175 Airway Avenue	3,600
PD Warehouse	3175 Airway Avenue	NA
IT Offices and Training Room	77 Fair Drive	1,000 – Basement @ City Hall
Costa Mesa Tennis Center	880 Junipero Drive	1,000
Code Enforcement Substation	3190 Airport Loop Drive, E-2	2,000

All other provisions of the request for proposal shall remain in their entirety.

Vendors hereby acknowledge receipt and understanding of the above Addendum. Complete and submit this Addendum with your proposal.

 3/11/2026
Signature **Date**
Maryll Betzold, Director of Government Services
Typed Name and Title

CCS Facility Services - Orange County, Inc.
Company Name
3001 Red Hill Ave Bld. #6-220
Address
Costa Mesa, CA 92626
City **State** **Zip**



**ADDENDUM NO. 4
REQUEST FOR PROPSAL
FOR
JANITORIAL SERVICES FOR CITY FACILITIES
RFP NO. 26-13**



**PUBLIC WORKS DEPARTMENT
CITY OF COSTA MESA**

Addendum Released on March 4, 2026

The referenced document has been modified as per the attached Addendum No. 4

Please sign this Addendum where designated and return the executed copy with submission of your proposal. This addendum is hereby made part of the referenced RFP.

1. ADD: Exhibit 2 Scope of Work & Job Specification for Park Restrooms

2. ADD: Signed Sign in Sheets

- February 18, 2026 @ 8:30 a.m.
- February 24, 2026 @ 8:30 a.m.

All other provisions of the request for proposal shall remain in their entirety.

Vendors hereby acknowledge receipt and understanding of the above Addendum. Complete and submit this Addendum with your proposal.

 3/11/2026
Signature **Date**

Maryll Betzold, Director of Government Services
Typed Name and Title

CCS Facility Services - Orange County, Inc.
Company Name

3001 Red Hill Ave Bld. #6-220
Address

Costa Mesa, CA 92626

City **State** **Zip**

EXHIBIT 2

SCOPE OF WORK AND JOB SPECIFICATIONS FOR PARK RESTROOMS FOR JANITORIAL SERVICES FOR CITY FACILITIES

The Custodial/Janitorial Services contractor is responsible for the cleanliness and sanitation of the interior to the building. The description of each activity/service requirement is to be used as a guideline for the Contractor. The description does not attempt to describe every detail or feature of the park restrooms that are to be maintained by the Contractor.

Daily Activities:

- Empty all waste receptacles. Replace liner if torn or soiled. Spot clean receptacles.
- Clean and polish all drinking fountains, removing water marks, scale, and splashes on sides and front.
- Clean and disinfect any soiled areas resulting from leaker liners.
- Completely clean and sanitize all toilets, urinals and adjacent wall surfaces.
- Clean and sanitize walls and doors.
- Clean and sanitize mirrors, sinks, countertops and changing stations.
- Dust natural airflow grills/grates.
- Clean, sanitize and polish all metal bright work.
- Clean and sanitize stall partitions, shelves, fixtures and dispensers.
- Unclog any stoppages in toilets and sinks. Notify City immediately via email if unsuccessful.
- Knock down any spider webs and dust surfaces.
- Restock paper dispensers and refill soap dispensers as needed.
- Sweep and mop with germicidal disinfectant.
- Inspect the restroom and notify City, via email, of any damaged or broken fixtures or amenities, graffiti or unsafe conditions.
- Lock restroom doors/gates and lock park access gate(s) when work is completed.

Weekly Activities:

- Hose down floors and remove standing water using a squeegee.

Monthly Activities:

- Pressure wash interior to remove stains and visible soil such as dirt and soap stains from walls and floors.

PARK AND PUBLIC FACILITY RESTROOM LOCATIONS AND SCHEDULE

<u>Park Name and Address</u>	<u>Weekday Time In/Out</u>	<u>Weekend Time In/Out</u>
Canyon Park 970 Arbor Street (Lock Gate Only)	5:00 pm	5:00 pm
Del Mesa Park 2080 Manistee Drive	9:00 pm - 9:15 pm	9:05 pm – 9:20 pm
Estancia Park 1900 Adams Avenue	7:10 pm - 7:25 pm	7:10 pm - 7:25 pm
Fairview Park 2501 Placentia Avenue	6:50 pm - 7:10 pm	6:50 pm - 7:10 pm
Jack Hammett Sports Complex 2750 Fairview Road	10:40 pm - 11:00 pm	11:05 pm - 11:30 pm
Heller Park 257 E 16 th Street	5:30 pm - 5:45 pm	5:30 pm - 5:45 pm
Lions Park 570 W 18 th Street	5:45 pm - 6:00 pm	5:45 pm - 6:00 pm
Luke Davis Field 1814 Anaheim Avenue	6:15 pm - 6:30pm	6:15 pm - 6:30 pm
Shiffer Park 3143 Bear Street	8:20 pm - 8:35 pm	8:20 pm - 8:35 pm
Smallwood Park 1656 Corsica Place	7:40 pm - 7:55 pm	7:40 pm - 7:55 pm
TeWinkle Park 970 Arlington Drive (4 Restrooms)		
Skate Park	9:40 pm - 10:10 pm	9:45 pm - 10:15 pm
Angel's Playground	9:15 pm - 9:40 pm	10:45 pm - 11:05 pm
Restroom #2	No Service	9:20 pm - 9:45 pm
Athletic Complex	10:10 pm - 10:40 pm	10:15 pm - 10:45 pm
Vista Park 1200 Victoria Street	6:35 pm - 6:50 pm	6:35 pm - 6:50 pm
Wakeham Park 3400 Smalley Street	7:55 pm - 8:20 pm	7:55 pm - 8:20 pm

**CITY OF COSTA MESA
BUSINESS LICENSE TAX CERTIFICATE - HDL-29911**

77 FAIR DRIVE • COSTA MESA, CA 92626
PO BOX 1200 • COSTA MESA, CA 92628-1200
PHONE (714) 754-5235

BUSINESS NAME CCS FACILITY SERVICES - ORANGE COUNTY, INC. EXPIRATION DATE: February 28, 2027
/DBA

BUSINESS LOCATION 3001 RED HILL AVE 220 COSTA MESA, CA 92626

DESCRIPTION: JANITORIAL

PRINCIPAL'S NAME: Stephen Testa

SPECIAL CONDITIONS:

ISSUED FOR TAX PURPOSES ONLY - NOT TRANSFERABLE - TO BE POSTED IN A CONSPICUOUS PLACE

This Business Tax Certificate does not guarantee compliance with State or Federal licensing requirements. Issuance of this certificate indicates that the entity has paid the applicable Business Tax, pursuant to the CMMC Title 9 Chapter 1, and is issued for revenue purposes only.

California Civil Code §51.6 prohibits businesses from engaging in genderbased discrimination. A full notice is available in English or other languages by going to: <https://www.dca.ca.gov/publications/>

Above is your Business License Certificate

Please Note

Every business is responsible for the annual renewal of this license.

Contact the Business License Division at (714) 754-5235 prior to any of the following changes:

1. Name change
2. Location change
3. Ownership change
4. Business activity change
5. Business type change

Your business license certificate must be kept at the place of business and made available for inspection.



BUSINESS LICENSING

77 FAIR DRIVE



City of Costa Mesa
BUSINESS LICENSE TAX CERTIFICATE

Stephen Testa
990 S Broadway St, Suite 200
Denver, CA 80209

License Number: HDL-29911

Date of Issue: 3/1/2026

ID: 12

EXHIBIT C
FEE SCHEDULE

APPENDIX B

COST PROPOSAL
FOR
JANITORIAL SERVICES FOR CITY FACILITIES

Provide hourly rates, along with estimated annual pricing in accordance with the City's current requirements, as set forth in Scope of Work. Also provide your firm's proposed Staffing Plan on a separate sheet of paper. Proposer should use a separate form to state pricing for any added value.

BUILDING	ADDRESS	MONTHLY LABOR HRS.	MONTHLY COST	ANNUAL COST
Balearic Community Center	1975 Balearic Dr.	65	\$ 2,010.03	\$ 24,120.36
City Hall	77 Fair Dr.	250	\$ 7,401.61	\$ 88,819.32
Communications Center	79 Fair Dr.	28	\$ 877.78	\$ 10,533.36
Corporation Yard (Old)	2300 Placentia Ave.	18	\$ 551.99	\$ 6,623.88
Corporation Yard (New)	2310 Placentia Ave.	18	\$ 568.81	\$ 6,825.72
Downtown Recreation Center	1860 Anaheim Ave.	170	\$ 4,906.02	\$ 58,872.24
Norma Hertzog Community Center	1845 Park Ave.	68	\$ 1,994.14	\$ 23,929.68
Police Facility	99 Fair Dr.	345	\$ 9,191.53	\$ 110,298.36
Police Substation	567 W. 18th St.	5	\$ 158.65	\$ 1,903.80
Senior Center	695 W. 19th St.	100	\$ 2,995.80	\$ 35,949.60
Bridge Shelter	3175 Airway Ave.	28	\$ 813.35	\$ 9,760.20
PD Warehouse	3175 Airway Ave.	3	\$ 86.20	\$ 1,034.40
Fire Stations 1-6	Various	8	\$ 384.53	\$ 4,614.36
IT Offices and Training Room	77 Fair Dr.	7	\$ 209.97	\$ 2,519.64

Costa Mesa Tennis Center	880 Junipero Dr.	9	\$ 268.33	& 3,219.96
All Park Locations (Not including Fairview Park)	Various	456	\$ 14,712.89	\$ 176,554.68
Fairview Park	2525 Placentia Ave.	15	\$ 408.55	\$ 4,902.60
ALDO (Code Enforcement Substation)	3190 Airport Loop Drive, E-2	22	\$ 624.21	\$ 7,490.52
TOTAL:		1,615	\$ 48,164.39	\$ 577,972.68

Pricing shall remain firm for a minimum of two (2) years. All requests for pricing adjustments for follow-on contract renewal periods shall be provided no later than sixty (60) days prior to the end of the contract period. Any such proposed price adjustments shall not exceed The Bureau of Labor Statistics Consumer Price Index (CPI) data for Los Angeles-Riverside-Orange County, CA, All Items, Not Seasonally Adjusted, "annualized change comparing the original proposal month and the same month in the subsequent year. (This information may be found on the U.S. Department of Labor's website at www.bls.gov.)