



FIFTH AMENDMENT TO AGREEMENT FOR AIRPORT JANITORIAL SERVICES

THIS FIFTH AMENDMENT TO AGREEMENT FOR AIRPORT JANITORIAL SERVICES ("Fifth Amendment") is entered into by and between the **CITY OF OCALA**, a Florida municipal corporation ("City"), and **HEAVENLY TOUCH CLEANING, LLC**, a limited liability company duly organized in and authorized to do business in the state of Florida (EIN# 27-4897042) ("Vendor").

WHEREAS, on April 20, 2020, City and Vendor entered into an Agreement for Airport Janitorial Services (the "Original Agreement"), City of Ocala contract No. AIR/200138, for a term of two (2) years, from April 1, 2020 to March 31, 2022; and

WHEREAS, on December 11, 2020, City and Vendor entered into a First Amendment for the purpose of amending the locations to be serviced; and

WHEREAS, on February 9, 2022, City and Vendor entered into a Second Amendment to extend the Original Agreement for the first of two (2) one-year renewal periods available under the Original Agreement; and

WHEREAS, on July 11, 2022, City and Vendor entered into a Third Amendment to include an additional service location as set forth in Revised Exhibit B – Price Proposal attached thereto; and

WHEREAS, on August 12, 2022, City and Vendor entered into a Fourth Amendment to revise the Scope of Work, services frequency and services hours; and

WHEREAS, City and Vendor now desire to modify the Original Agreement, as amended, to further revise the services frequency and to extend the Original Agreement, for the final one-year renewal period available under the Original Agreement; and

NOW THEREFORE, in consideration of each of the foregoing recitals and the following mutual covenants, conditions and other good and valuable consideration, the receipt and sufficiency of which is hereby mutually acknowledged, City and Vendor agree as follows:

1. **RECITALS.** City and Vendor hereby represent and warrant that the Recitals set forth above are true and correct.
2. **INCORPORATION OF ORIGINAL AGREEMENT.** The Original Agreement between City and Vendor is hereby incorporated by reference as if set forth herein in its entirety and remains in full force and effect except for those terms and conditions expressly amended by this Fifth Amendment.
3. **RENEWAL TERM.** The Original Agreement is hereby renewed for the final one-year term beginning **APRIL 1, 2023** and terminating **MARCH 31, 2024**.
4. **AMENDMENT TO EXHIBIT B – PRICE PROPOSAL.** The document attached to the Original Agreement, as amended, is hereby deleted, and replaced in its entirety with the document attached to this Fifth Amendment as **Fourth Amended Exhibit B – Price Proposal**.
5. **NOTICES.** All notices, certifications or communications required by this Fifth Amendment shall be given in writing and shall be deemed delivered when personally served, or when received if by facsimile transmission with a confirming copy mailed by registered or certified mail,



CONTRACT#: AIR/200138

postage prepaid, return receipt requested. Notices can be concurrently delivered by e-mail. All notices shall be addressed to the respective parties as follows:

If to Vendor: Heavenly Touch Cleaning, LLC
 Attn: Stephanie Harvey
 268 NE 49th Court, Apt. 3
 Silver Springs, Florida 34488
 Phone: 352-414-9641
 E-mail: heavenlytouchcleaningllc@gmail.com

If to City of Ocala: Daphne Robinson, Esq., Contracting Officer
 City of Ocala
 110 SE Watula Avenue, 3rd Floor
 Ocala, Florida 34471
 Phone: 352-629-8343
 E-mail: notices@ocalafl.org

Copy to: William E. Sexton, Esq., City Attorney
 City of Ocala
 110 SE Watula Avenue, 3rd Floor
 Ocala, Florida 34471
 Phone: 352-401-3972
 E-mail: cityattorney@ocalafl.org

6. **EFFECT OF AGREEMENT.** In the event of any inconsistency between this Fifth Amendment and a prior version of the Original Agreement, this Fifth Amendment shall govern. Except as expressly set forth herein, the Original Agreement shall remain in full force and effect and is not amended or modified.
7. **COUNTERPARTS.** This Fifth Amendment may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.
8. **ELECTRONIC SIGNATURE(S).** Vendor, if and by offering an electronic signature in any form whatsoever, will accept and agree to be bound by said electronic signature to all terms and conditions of this Fifth Amendment. Further, a duplicate or copy of the Fifth Amendment that contains a duplicated or non-original signature will be treated the same as an original, signed copy of this original Fifth Amendment for all purposes.
9. **LEGAL AUTHORITY.** Each person signing this Fifth Amendment on behalf of either party individually warrants that he or she has full legal power to execute this Fifth Amendment on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Fifth Amendment.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK. SIGNATURE PAGE TO FOLLOW]



CONTRACT#: AIR/200138

IN WITNESS WHEREOF, the parties have executed this Fifth Amendment on 4/21/2023.

ATTEST:

DocuSigned by:
Angel B. Jacobs
F82769461C4E4E5...
Angel B. Jacobs
City Clerk

CITY OF OCALA

DocuSigned by:
Peter Lee
5BB28E162F2E4C2...
Peter Lee
City Manager

Approved as to form and legality:

DocuSigned by:
William E. Sexton
B07DCFC4E86E429...
William E. Sexton, Esq.
City Attorney

HEAVENLY TOUCH CLEANING, LLC

DocuSigned by:
Heavenly Touch Cleaning, LLC
62722A009464428...
Signature
Heavenly Touch Cleaning, LLC
Name
Owner
Title

Fourth Amended Exhibit B – Price Proposal

| Item | Building Name | Service Hours | Cleaning Frequency | Weekly Cost |
|--------------------------------|---|------------------------|------------------------------------|-----------------|
| 1 | New Airport Terminal (excluding Airport Admin) | 7:00 a.m. – 12:00 p.m. | 7 days per week Monday – Sunday | \$600.00 |
| 2 | Air Traffic Control Tower | 7:00 a.m. – 5:00 p.m. | 1 day per week Friday | \$55.00 |
| 3 | Hangar 19 | 7:00 a.m. – 5:00 p.m. | 1 day per week Wednesdays | \$35.00 |
| 4 | Airport Administration | 7:00 a.m. – 12:00 p.m. | 1 day per week Wednesday | \$30.00 |
| 5 | Small Terminal Suite 201A | 7:00 a.m. – 12:00 p.m. | 1 day per week Mondays | \$50.00 |
| Total Base Quote Amount | | | | \$770.00 |

| Optional Line Items (items 3-7): | | |
|--|---|-----------------------|
| Exterior/Interior Elevated Window Cleaning | | |
| Item | Building Name | Price Per Occurrence |
| 3 | New Airport Terminal | \$700.00 |
| Air Traffic Control Tower Window Cleaning | | |
| 4 | Air Traffic Control Tower | \$350.00 |
| Floor Maintenance | | |
| Item | Type of Floor/Maintenance | Price Per Square Foot |
| 5 | VCT – Stripping and Waxing/Buffing | \$0.75 |
| 6 | Tile Ceramic – Deep Cleaning | \$0.75 |
| 7 | Polished Concrete – Deep Cleaning | \$0.75 |
| 8 | LVT – Deep Cleaning | \$0.75 |
| Emergency Cleaning Services | | |
| Item | Emergency Cleaning – Any Building | Price Per Hour |
| 9 | Cost <u>per hour</u> for emergency cleaning services at any location covered under this Agreement | \$25.00 |

Certificate Of Completion

Envelope Id: 0C57EB0525814BE28AA6D8C2CB7D4CB9

Status: Completed

Subject: Amendment 5 to Agreement for Airport Janitorial Services (AIR/200138)

Source Envelope:

Document Pages: 4

Signatures: 4

Envelope Originator:

Certificate Pages: 5

Initials: 0

Brittany Craven

AutoNav: Enabled

110 SE Watula Avenue

Envelopeld Stamping: Enabled

City Hall, Third Floor

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Ocala, FL 34471

biverson@ocalafl.org

IP Address: 216.255.240.104

Record Tracking

Status: Original

Holder: Brittany Craven

Location: DocuSign

3/31/2023 7:20:31 AM

biverson@ocalafl.org

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: City of Ocala - Procurement & Contracting

Location: DocuSign

Signer Events**Signature****Timestamp**

William E. Sexton

wsexton@ocalafl.org

City Attorney

City of Ocala

Security Level: Email, Account Authentication
(None)

DocuSigned by:



B07DCFC4E88E429...

Sent: 3/31/2023 7:25:16 AM

Viewed: 3/31/2023 10:29:14 AM

Signed: 3/31/2023 10:29:20 AM

Signature Adoption: Pre-selected Style

Using IP Address: 216.255.240.104

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Heavenly Touch Cleaning, LLC

heavenlytouchcleaningllc@gmail.com

Owner

Security Level: Email, Account Authentication
(None)

DocuSigned by:



62722A009464428...

Sent: 3/31/2023 10:29:22 AM

Resent: 4/7/2023 1:36:48 PM

Resent: 4/11/2023 9:20:20 AM

Viewed: 4/14/2023 10:57:06 AM

Signed: 4/16/2023 2:09:33 PM

Signature Adoption: Pre-selected Style

Using IP Address: 24.250.134.77

Signed using mobile

Electronic Record and Signature Disclosure:

Accepted: 4/5/2023 1:13:53 PM

ID: 3e7a65c9-9aee-4318-a688-e6a5c0eef5e8

Peter Lee

plee@ocalafl.org

City Manager

City of Ocala

Security Level: Email, Account Authentication
(None)

DocuSigned by:



5BB28E162F2E4C2...

Sent: 4/16/2023 2:09:35 PM

Resent: 4/21/2023 7:36:34 AM

Viewed: 4/21/2023 7:08:25 PM

Signed: 4/21/2023 7:08:35 PM

Signature Adoption: Pre-selected Style

Using IP Address: 216.255.240.104

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Angel B. Jacobs

ajacobs@ocalafl.org

April 19

City of Ocala

Security Level: Email, Account Authentication
(None)

DocuSigned by:



F82769461C4E4E5...

Sent: 4/21/2023 7:08:36 PM

Viewed: 4/24/2023 9:20:00 AM

Signed: 4/24/2023 9:20:13 AM

Signature Adoption: Pre-selected Style

Using IP Address: 216.255.240.104

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

| In Person Signer Events | Signature | Timestamp |
|---|------------------|----------------------|
| Editor Delivery Events | Status | Timestamp |
| Agent Delivery Events | Status | Timestamp |
| Intermediary Delivery Events | Status | Timestamp |
| Certified Delivery Events | Status | Timestamp |
| Carbon Copy Events | Status | Timestamp |
| Witness Events | Signature | Timestamp |
| Notary Events | Signature | Timestamp |
| Envelope Summary Events | Status | Timestamps |
| Envelope Sent | Hashed/Encrypted | 3/31/2023 7:25:16 AM |
| Certified Delivered | Security Checked | 4/24/2023 9:20:00 AM |
| Signing Complete | Security Checked | 4/24/2023 9:20:13 AM |
| Completed | Security Checked | 4/24/2023 9:20:13 AM |
| Payment Events | Status | Timestamps |
| Electronic Record and Signature Disclosure | | |

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, City of Ocala - Procurement & Contracting (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact City of Ocala - Procurement & Contracting:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: contracts@ocalafl.org

To advise City of Ocala - Procurement & Contracting of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at contracts@ocalafl.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from City of Ocala - Procurement & Contracting

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to contracts@ocalafl.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with City of Ocala - Procurement & Contracting

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to contracts@ocalafl.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify City of Ocala - Procurement & Contracting as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by City of Ocala - Procurement & Contracting during the course of your relationship with City of Ocala - Procurement & Contracting.