



City of Santa Clara

The Center of What's Possible

City of Santa Clara
Purchasing - City Hall
1500 Warburton Ave.
Santa Clara CA 95050-3796

Supplier: 0000002952
UNIVERSAL SITE SERVICES
PO BOX 28010
SAN JOSE CA 95159-8010

Purchase Order

Dispatch via E-Mail

Purchase Order	Date	Revision	Page
25232	10/01/2020		1
Payment Terms	Freight Terms	Ship Via	
30 Days	FOB Prepaid	Common Carrier	
Buyer	Phone	Currency	
Todd Ninokata	408/615-2049	USD	

Ship To: S23
City of Santa Clara
Street - Yard
1700 Walsh Avenue
Santa Clara CA 95050

Attention: Not Specified

Bill To: City of Santa Clara
Finance - Accounts Payable (408-615-2369)
1500 Warburton Ave.
Santa Clara CA 95050-3796

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Delivery Date
1 - 1	SWEEPING - FRANKLIN SQUARE	1.00	JOB	19,350.0000	19,350.00	10/01/2020
2 - 1	SWEEPING - TASMAN PARKING GARAGE	1.00	JOB	2,700.0000	2,700.00	10/01/2020

Sub-Total 22,050.00

Total PO Amount 22,050.00

SWEEPING SERVICES

ALL SPECIFICATIONS AND REQUIREMENTS PURSUANT TO CITY OF SANTA CLARA BID# RFB DPW-24 DATED AUGUST 24, 2020 ARE HEREBY INCORPORATED BY REFERENCE HEREIN. PRICING PURSUANT TO UNIVERSAL SITE SERVICES RESPONSE ARE HEREBY INCORPORATED.

TERM: 10/1/20-06/30/21 (INITIAL TERM WITH FOUR, ONE-YEAR OPTIONS)

LABOR COMPLIANCE ADDENDUM ON FILE. DIR PROJECT NO: 347404

The complete contract shall consist of this Purchase Order including the printed Terms and Conditions attached hereto, plus all of the applicable attachments incorporated hereto or by reference herein. In the event of a conflict between the Terms and Conditions of this Purchase Order and the terms and conditions in any other attachment hereto or herein, the terms and conditions of this Purchase Order shall control.

Authorized Signature

TERMS & CONDITIONS

1. **AGREEMENT:** This Purchase Order, which consists of these standard terms and conditions, and any attachments hereto, evidences acceptance by the City of Santa Clara ("City") of the offer from the provider of goods and services ("Supplier") which are the subject of this Purchase Order and constitutes a binding agreement upon the terms and conditions set forth herein without further action or agreement of Supplier. In the event of conflict between these standard terms and conditions and the provisions of any attachment hereto these standard terms and conditions shall control.
2. **SCHEDULE; TIME OF PERFORMANCE:** Supplier shall supply the goods and perform the services, with the schedule and term, as specified herein. Time is of the essence.
3. **COMPENSATION; SCHEDULE OF PAYMENT:** Compensation, and method of payment, shall be as set forth herein. Supplier shall submit an invoice within thirty (30) calendar days after satisfactory completion of performance. City shall make payment within thirty (30) calendar days after receipt of such invoice. Supplier is responsible for all costs and expenses incident to the performance of this Purchase Order, including without limitation costs, taxes, and all other costs of doing business.
4. **DISCOUNT PERIODS:** Payment discount periods shall be calculated from the later of the date this Purchase Order is completed or the date City receives an acceptable invoice, to the date City's payment is sent.
5. **SALES TAXES:** Supplier shall separately state on all invoices any sales, use or similar taxes imposed by federal or state government applicable to furnishing of the goods; provided, however where a tax exemption is available, such tax shall be subtracted from the total compensation and identified. Exemption certificates will be furnished upon request.
6. **PACKING AND SHIPPING OF GOODS; TITLE AND RISK OF LOSS:** All goods shall be delivered "free on board destination" to the location specified herein, full freight prepaid except for special or expedited orders, which shall be agreed upon prior to shipment. Deliveries of goods shall be made without charge for boxing, crating, carting or storage unless otherwise specified, and goods shall be suitably packed to secure lowest transportation costs, and in accordance with the requirements of common carriers, and in such a manner as to assure against damage from weather or transportation. City's order numbers and symbols must be plainly marked on all invoices, packages, bills of lading and shipping orders. Packing lists shall accompany each box or package shipment. City's count or weight shall be final and conclusive on shipments not accompanied by packing lists. Shipments for two or more destinations when so directed by City shall be shipped in separate boxes or containers for each destination at no extra charge. Title to and risk of loss on all goods pass to City only upon City's acceptance of such goods.
7. **WARRANTIES:** Supplier represents and maintains that it has the expertise in the professional calling necessary to perform the services, and its duties and obligations, expressed and implied, contained herein, and City expressly relies upon Supplier's representations regarding its skills and knowledge. Supplier shall perform such services and duties in conformance to and consistent with the professional standards of a specialist in the same discipline in the State of California. Supplier warrants that all goods and services shall be delivered or performed free of all liens, claims, security interest or encumbrances, will conform to applicable specifications, drawings, descriptions and samples, and will be merchantable, of good workmanship and material, and free from defect. Supplier assumes design responsibility, and warrants that all goods shall be delivered or performed free of design defect and suitable for the purposes intended by City, and that neither purchase, use or resale, nor delivery or performance thereof shall violate any patent, copyright or similar rights. Supplier's warranties shall run to City and shall not be deemed to be exclusive. Supplier agrees to promptly replace or correct any incomplete, inaccurate or defective goods or services at no further cost to City when defects are due to the negligence, errors or omissions of Supplier.
8. **CHANGES:** City shall have the right by written notice to change the extent of the work covered by this Purchase Order, the time or place of delivery, the method of shipment or packaging, or to suspend work. Notice of change must be signed by the Director of Finance ("Director") or his/her designee. Upon receipt of any such notice, Supplier shall promptly make the changes in accordance with the terms of the notice. If Supplier believes that the change will cause an increase or decrease in the cost of or time for performance, then Supplier must deliver to City a statement showing the effect of any such changes within ten (10) calendar days of receipt of the City's notice of change. An equitable adjustment shall be negotiated promptly and the purchase order modified in writing accordingly. Failure of Supplier to submit the statement within the time limit shall constitute its consent to perform the change without increase in compensation or time for performance. Changes may only be made in writing.
9. **TERMINATION FOR DEFAULT OR CONVENIENCE:** City may, by written notice, terminate this Purchase Order in whole or in part for default: (i) if Supplier fails to timely deliver the goods, or perform the services, or if no time is specified, within a reasonable time; (ii) if the goods delivered or services performed are incorrect or unsatisfactory; (iii) if Supplier fails to perform any of the other provisions of this Purchase Order, or so fails to make progress as to endanger performance of this Purchase Order; or (iv) if the Supplier becomes insolvent. If this Purchase Order is terminated for default, City, in addition to all the rights afforded by law, shall have the right to charge Supplier the amount by which the costs of fabricating or procuring the goods or services cancelled from another source exceed the compensation specified herein, and City may offset any such charge against any amounts which had or may become payable to Supplier under this Purchase Order or otherwise. City may, by not less than thirty (30) days written notice to Supplier, terminate this Purchase Order without cause or penalty.
10. **INDEMNITY: TO THE FULLEST EXTENT PERMITTED BY LAW, SUPPLIER AGREES TO DEFEND, INDEMNIFY AND HOLD HARMLESS THE CITY, ITS OFFICERS, AGENTS AND EMPLOYEES, AGAINST ANY CLAIM, LOSS OR LIABILITY (COLLECTIVELY "CLAIMS"), INCLUDING WITHOUT LIMITATION CLAIMS FOR INJURIES OR DEATH TO PERSONS OR DAMAGE TO OR DESTRUCTION OF PROPERTY, INCLUDING ECONOMIC LOSS, CAUSED BY OR RESULTING FROM THE ACTS OR OMISSIONS OF SUPPLIER, ITS OFFICERS, AGENTS, EMPLOYEES OR SUBCONTRACTORS, IN THE PERFORMANCE OF THIS PURCHASE ORDER, OR THE BREACH BY SUPPLIER OF ANY OF ITS OBLIGATIONS UNDER THIS PURCHASE ORDER. SUPPLIER'S OBLIGATION TO PROTECT, DEFEND, INDEMNIFY, AND HOLD HARMLESS, SHALL SPECIFICALLY EXTEND TO ANY AND ALL EMPLOYMENT RELATED CLAIMS OF ANY TYPE BROUGHT BY EMPLOYEES, CONTRACTORS, SUBCONTRACTORS OR OTHER AGENTS OF SUPPLIER. SUPPLIER WARRANTS THAT IT IS MEETING ITS OBLIGATIONS UNDER THE AFFORDABLE CARE ACT ("ACA") AND/OR ANY OTHER SIMILAR FEDERAL OR STATE LAW, AND WILLFULLY INDEMNIFIES AND HOLDS HARMLESS CITY FOR ANY PENALTIES, FINES, ADVERSE RULINGS, OR TAX PAYMENTS ASSOCIATED WITH SUPPLIER'S RESPONSIBILITIES UNDER THE ACT.**
11. **INSURANCE REQUIREMENTS:** Supplier agrees to have and maintain the insurance policies specified by City's Risk Manager. All policies, endorsements, certificates and/or binders shall be subject to review and approval by City's Risk Manager. Supplier shall provide City with applicable certificates and/or endorsements before work commences.
12. **COMPLIANCE WITH THE LAW:** Supplier shall comply with all applicable federal, state and local laws, ordinances, codes and regulations.
13. **GOVERNING LAW; VENUE:** This Purchase Order shall be governed and construed in accordance with the laws of the State of California. The venue of any suit filed by either Party shall be in the state courts of the County of Santa Clara, or if appropriate, in the United States District Court, Northern District of California, San Jose Division.
14. **ASSIGNMENT:** Supplier shall not assign any of the work to be performed under this Purchase Order nor shall Supplier subcontract for complete or substantially completed goods or major components thereof without the Director's prior written consent.
15. **WAIVER:** Supplier agrees that City's waiver of any breach or violation of any provision of this Purchase Order, or acceptance of any performance, or tender of any payment, shall not be deemed a waiver of any other provision or any subsequent breach of the same or any other provision. City's inspection and warranty rights are not waived by payment or any other action by City.
16. **INDEPENDENT CONTRACTOR:** It is understood and agreed that Supplier and all person(s) employed or contracted by Supplier shall act as, and be, an independent contractor and not an employee, agent, joint venture, or partner of City. Supplier has full rights to manage its employees and contractors under this Agreement. Supplier shall retain the right to provide goods or perform services for others during the term of this Purchase Order.
17. **CONFIDENTIAL INFORMATION:** All data, documents, discussions or other information developed or received by or for Supplier in performance of this Purchase Order are confidential and not to be disclosed to any person except as authorized by City, or as required by law.
18. **SUPPLIER'S BOOKS AND RECORDS:** Supplier shall maintain all records evidencing or relating to performance and amounts charged to or paid by City for a minimum period of four (4) years, or for any longer period required by law, from the date of final payment to Supplier pursuant to this Purchase Order. Any such records shall be made available for inspection or audit, at any time during regular business hours, upon written request by City. Copies of such documents shall be provided to City for inspection at City Hall if requested and if practical to do so, otherwise records will be inspected at Supplier's business location.
19. **NON-DISCRIMINATION:** Supplier and all of Supplier's subcontractors shall not discriminate against any employee or applicant for employment because of race, sex, color, religion, religious creed, national origin, ancestry, age, gender, marital status, physical disability, mental disability, medical condition, genetic information, sexual orientation, gender expression, gender identity, military and veteran status, or ethnic background, in violation of federal, state or local law.
20. **CONFLICTS OF INTEREST:** Supplier certifies that no City officer, employee or authorized representative has any financial interest in the business of Supplier and that no person associated with Supplier has any interest, direct or indirect, which could conflict with the faithful performance of this Purchase Order. Supplier is familiar with the provisions of California Government Code section 87100, et seq., and certifies that it does not know of any facts which would violate these laws. Supplier will promptly advise City if a conflict arises. Supplier has read and agrees to comply with City's Ethical Standards (<http://santacalaraca.gov/home/showdocument?id=58299>).
21. **SEVERABILITY:** In case any one or more of the provisions in this Agreement shall, for any reason, be held invalid, illegal or unenforceable in any respect, it shall not affect the validity of the other provisions, which shall remain in full force and effect.