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- 8) Maintain all physical areas within the Property to assure that high levels of cleanliness, state of repair, and aesthetic appeal are sustained in compliance with specifications as determined by CPS;

9) Develop and maintain an emergency plan that certifies minimal building operation in the

event of a power loss;

10) Provide monthly reports on the status of its equipment;

- 11) Operate and maintain all Building heating, ventilating, and air conditioning systems and all other mechanical, electrical, and plumbing systems;

12) Develop and maintain a database containing all the information and records regarding the

DELIVERABLES: U. S. Equities will provide full financial accountability and reporting of income and expenses of the Building and prepare the annual operating and capital expenditure budget relating to the

Building under the Property Management Agreement.

OUTCOMES: The services of U. S. Equities under the Property Management Agreement will enable the Building to operate on a day-to-day basis.

COMPENSATION: Vendor shall be paid in accordance with the rates set forth in the contract, not to exceed the amount of \$42,000 for management fees and \$454,504.00 for reimbursable expenses for the

Approved for Consideration:

Approved:

[REDACTED]

Chief Purchasing Officer

Chief Executive Officer

Within Appropriation:

Mason